

Ledbury Food Group

1. NAME

The name of the organisation is Ledbury Food Group

2. OBJECTIVES

The objectives of the Group are:

- a) To encourage and support those who grow, produce, sell and purchase local food and drink as a means of developing and sustaining our local economy, environment and community
- b) To champion Ledbury as a centre for good locally produced food and drink
- c) To foster learning about local food and drink, the local food web and the benefits of using locally produced products

3. ADMINISTRATION

Subject to the matters set out below the Group shall be administered and managed in accordance with this Constitution by members of the Committee constituted by Clause 5 of this Constitution

4. MEMBERSHIP

- a) Full Membership shall be open to any person, organization or enterprise in the area of Ledbury and its locality who is in sympathy with the objectives of the Group
- b) Associate Membership can be offered to any other interested party, but will not carry voting rights
- c) The Committee may refuse an application for membership if, acting reasonably and properly, they consider it to be in the best interests of the Group to refuse the application
- d) The subscription of individual membership shall be determined by the Committee
- e) The affiliation fees of local organisations and commercial enterprises shall be determined by the Committee
- f) A list of members will be held by the Secretary of the Group

5. THE COMMITTEE

- a) A Committee shall be elected by Full members to carry out the business of the Group
- b) The Committee shall be made up of a Chairperson, Secretary, and Treasurer as a minimum and up to a maximum of **seven** additional general Full members

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- c) The Committee shall be elected at the Annual General Meeting. Vacancies arising through the year can be filled by the Committee
- d) The Committee shall meet no less than 4 times per year
- e) Minutes of Committee meetings shall be available to all members
- f) The Committee can introduce or appoint new members as required
- g) Committee members have to be Full members of the Group

6. POWERS

In furtherance of the objectives of the Group, the Committee may exercise the following powers:

- a) To raise funds and invite and receive grants, donations and other contributions
- b) To buy, hire or lease and to maintain any equipment, facility, service or materials necessary for the achievement of the objectives of the Group
- c) To sell, lease, lend or dispose of all or any part of the property of the Group
- d) To publish books, pamphlets and other materials in printed, recorded or electronic format, and to hold the intellectual property rights in any such material
- e) To organise conferences, debates, seminars, meetings and such other events as the Committee may determine
- f) To cooperate with other organisations, enterprises and persons in furtherance of any of the objects or of similar purposes
- g) To establish working groups reporting to the Committee of members and where appropriate non-members to carry out specific activities
- h) To do all such other lawful things as are necessary for the achievement of the objectives

7. ANNUAL GENERAL MEETING

The Annual General Meeting shall be held every May, or within the following three months for the following purposes:

- a) Election of i) Chairperson: ii) Secretary iii) Treasurer: iv) Member(s) of the Committee
- b) Presentation of accounts
- c) Appointment of auditor

The Secretary will notify all members of the date of the meeting not less than 14 days before the AGM.

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8. QUORUM

- a) There shall be a quorum of the Committee when three members of the Committee are present
- b) There shall be a quorum of the Annual General Meeting when five Full members are present
- c) Except as otherwise provided in this Constitution, all resolutions adopted and all business transactions by the Committee shall require the affirmative vote of the majority of Committee members present. In the event of a tied vote, the Chair of the meeting for the time being will have an additional casting vote

9. CHANGES TO THE CONSTITUTION

- a) The constitution can be altered at an Annual General Meeting
- b) Any suggested changes must be handed to the Secretary at least 14 days prior to the Annual General Meeting
- c) Changes must be agreed by two thirds of the voting members present at the meeting.

10. DISSOLUTION

- a) The Group may only be dissolved at a Special General Meeting called for that purpose and must be advertised 14 days before the meeting
- b) A proposal to dissolve the Group shall take effect only if agreed by two thirds of the members present at the meeting
- c) Funds and possessions will be disposed of by transfer to any organisation for purposes the same as or similar to this Group

11. FINANCE

- a) The funds of the Group shall be paid into an account operated by the Committee in the name of the Group at such bank as the Committee shall decide. All cheques drawn on the account must be signed by at least two members of the Committee
- b) All funds belonging to the Group can only be used in furthering the aims
- c) The Treasurer shall maintain accounts on behalf of the Group

Constitution adopted on 15th April 2013

Signatures: Fran Robinson (Chair) Griff Holliday (Secretary)