

## Constitution

### **1 Name**

The association shall be called Scopwick and Kirkby Green Playing Fields Association.

### **2 Objects**

The objects of the association shall be to assist and advise the Parish Council with the improvements and management of the new sporting and recreational facilities for all residents of Scopwick and Kirkby Green with particular reference to the needs of young people.

### **3 Playing Field**

The playing field, which is owned by the Scopwick Parish Council, and remains the property of the Parish Council, is situated on the north side of Vicarage Lane, Scopwick, adjacent to the cemetery.

### **4 Use of Facilities**

The committee in agreement with the Scopwick Parish Council has the power to permit the use of the facilities by such bodies as the committee approves to use the said facilities for purposes not associated with the Association. The aforementioned bodies will be subject to the rules governing the use of the facilities and will be required to pay a fee determined by the committee. No hiring shall be permitted that interferes with the use of the facilities for their proper purpose.

### **5 Membership**

All persons aged eighteen years or over and being residents of Scopwick or Kirkby Green shall be eligible for membership of the Association.

### **6 Committee**

6.1 The Committee shall consist of the Chairman, Vice Chairman, Secretary, Treasurer, Publicity Officer and elected members and at least one representative of The Scopwick Parish Council.

6.2 The Committee members shall be proposed seconded and elected at the Annual General Meeting each year and shall remain in office until their successors are elected at the next Annual General Meeting. Any vacancy occurring by resignation or otherwise may be filled by the Committee. Retiring members of the Committee shall be eligible for re-election.

6.3 Committee meetings shall be held not less than once every two months and the quorum of that meeting shall be 3. The Chairman and the Secretary shall have discretion to call further meetings of the Committee if they consider it to be in the interests of the Association. The Secretary shall give all the members of the Committee not less than two days oral or written notice of a meeting. A simple

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majority shall make decisions of the Committee and in the event of equality of votes the Chairman of that meeting shall have a casting or additional vote.

- 6.4 In addition to the members elected the Committee may co-opt up to 2 further members of the Association who shall serve until the next Annual General Meeting. Co-opted members shall be entitled to vote at the meetings of the Committee.
- 6.5 The Committee may from time to time appoint from among their number such sub-committees as they may consider necessary and may delegate to them such of the powers and duties of the Committee as the Committee may determine. All sub-committees shall periodically report their proceedings to the Committee and shall conduct their business in accordance with the directions of the Committee.

## **7 Officers and Honorary Members**

- 7.1 The honorary officers of the Association shall be a Chairman, Vice Chairman, Treasurer, Secretary and a Publicity Officer and they must all be members of the Association.
- 7.2 The Officers shall be proposed seconded and elected at the Annual General Meeting and shall hold office until the next Annual General Meeting when they shall retire. Any vacancy occurring by resignation or otherwise may be filled by the Committee. Retiring officers shall be eligible for re-election.
- 7.3 The Committee may elect any person as an honorary member of the Association for such period as they think fit and they shall be entitled to all the privileges of membership except that they shall not be entitled to vote at meetings and serve as officers or on the Committee.

## **8 Annual General Meeting**

- 8.1 Public notice of every Annual General Meeting shall be given at least 28 days before the date by written notice displayed in a conspicuous position in Scopwick and Kirkby Green.
- 8.2 All inhabitants of Scopwick and Kirkby Green aged 18 years and over shall be entitled to attend and vote at the Annual General Meeting.
- 8.3 The Annual General Meeting of the Association shall be held each year not later than Mid-April to transact the following business:
- (a) To receive the Chairman's report of the activities of the Association during the previous year;
  - (b) To receive and consider the accounts of the Association for the previous year and the Auditor's report on the accounts and the Treasurer's report as to the financial position of the Association;
  - (c) To remove and elect the Auditor or confirm that he remain in office;
  - (d) To elect the Officers and other members of the Committee;



## **9 Special General Meeting**

A Special General Meeting may be called at any time by the Committee and shall be called within 28 days of receipt by the Secretary of a requisition in writing signed by not less than 5 members stating the purposes for which the meeting is required and the resolutions proposed.

## **10 Alteration of the Rules**

The rules may be altered by resolution at an Annual or Special Meeting provided that the resolution is carried by a majority of at least two thirds of members present at the General Meeting.

## **11 Finance**

11.1 All monies payable to the Association shall be received by the Treasurer and deposited in a bank account in the name of the Association. No sum shall be drawn from that account except by cheque signed by two of the three signatories that shall be the Chairman, Secretary and Treasurer. Any moneys not required for immediate use may be invested as the Committee in their discretion thinks fit.

11.2 The income and property of the Association shall be applied only in furtherance of the objects of the Association and no part thereof shall be paid by way of bonus, dividend or profit to any members of the Association.

11.3 The Committee shall have power to authorise the payment of expenses to any officer, member or employee of the Association and to any other person or persons for services rendered to the Association.

11.4 The financial transactions of the Association shall be recorded in such manner as the Committee thinks fit by the Treasurer.

11.5 A copy of the annual audited or inspected accounts must be sent to the Scopwick and Kirkby Green Parish Council Clerk.

## **12 Dissolution**

12.1 A resolution to dissolve the Association shall only be proposed at a Special General Meeting and shall be carried out by a majority of at least three-quarters of the members present.

12.2 Any such resolution must be notified to the Scopwick and Kirkby Green Parish Council Chairman before the meeting takes place.

12.3 The dissolution shall take effect from the date of the resolution and the members of the Committee shall be responsible for the winding-up of the assets and liabilities of the Association.

12.4 Any property remaining after the discharge of the debts and liabilities of the Association shall be given to a charity or charities nominated by the last Committee.