

Norton and Chiselborough Flower Show *Constitution*

Since 1902 a flower show embracing vegetable and flower exhibits has been held in Norton sub Hamdon. It is the express wish of the villagers of Norton sub Hamdon and Chiselborough that this practice should continue. It was decided at the Annual General Meeting held in 2010 that a formal constitution should be established for the regulation of successive committees duly elected to facilitate future flower shows. Accordingly the following constitution sets out the rules and conditions by which an elected committee shall facilitate and manage an annual flower show for the villages of Norton sub Hamdon and Chiselborough.

1. The organisation shall be called: “The Norton and Chiselborough Flower Show Society” (hereafter “Society”)

2. Within this Constitution the following definitions shall apply:
‘Flower Show’ shall mean an event in which people exhibit their horticultural produce, and arts and crafts competitively on an annual basis.

‘Members’ shall mean members of the Society committee duly elected at an Annual General Meeting or otherwise formally co-opted by the Committee to organise the Flower Show, and members of the Support Group defined below together with those included in the defined term ‘Villages’ below.

‘Villages’ shall mean the people resident in Norton sub Hamdon and Chiselborough.

‘Committee’ shall mean the management committee of the Society.

‘Day’ shall mean the day on which the Flower Show is held

‘Support Group’ shall mean people who have volunteered to help with the staging of the Flower Show activities and its associated events.

“Support Activities” shall mean the fete and refreshments on the Day (as above defined) together with other activities decided upon by Members.

3. The aims and objectives of the Society will be:

to organise and stage an annual Flower Show.

to encourage horticulture, arts and crafts within the Villages

to organise and stage other events and activities to support the above aims and objectives.

The Committee shall determine the details of the Show, including without limitation, venue and date, always recognising that the Day is traditionally the third Saturday in August and that the Villages have expressed a preference for the Flower Show to be held within a marquee. Volunteers shall be encouraged to join the Support Group which shall be formed as a sub-committee of the Society. The Vice-Chairman of the Committee will be appointed to lead the affairs of the Support Group.

4. Membership

a. All Members will be subject to this constitution and the regulations therein and by joining the Society will be deemed to accept them

b. The Officers of the Committee will be:

Chairman

Vice Chairman

Secretary

Treasurer

Show Organiser

Patrons Administrator

Ordinary Members (Number to be decided at the AGM)

c. Officers will be elected annually at the Annual General Meeting.

d. All Officers will retire each year but will be eligible for re-appointment.

e. Should one or more Officers be unable to continue in any one year the Committee may appoint replacement Officers as appropriate.

f. Notice of the appointment of Officers shall be given in the Norton Newsletter and the Parish magazine, or equivalent publications.

g. The Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Committee as necessary to fulfil its business.

h. The Committee may elect to solicit Patrons of the Flower Show who will contribute to the welfare of the Flower Show by donation. Patrons will be able to benefit from certain privileges as the Management Committee may decide from time to time.

i. The Committee may invite and appoint a President of the Norton and Chiselborough Flower Show in an honorary capacity.

5. Finance

- a. The Treasurer will be responsible for the finances of the Flower Show and all Support Activities. All monies will be banked in an account held in the name of the Society.
- b. The financial year of the Society will be twelve calendar months ending on 30th September.
- c. An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.
- d. Any cheques drawn against Society funds should hold the signatures of the Treasurer plus one other Officer.
- e. The Committee shall be responsible for all the costs and expenses of the Society.
- f. The Committee shall use all reasonable endeavours to maintain funds sufficient to support two further Flower Shows and any monies over and above such funds shall be kept separate. It is the intent of the Committee to make these extra monies available for the benefit of the Villages. The process by which the Committee allocate extra monies will be decided by the Committee and appended to this Constitution. The decision shall be the sole prerogative of the Committee.

6. Meetings

- a. Notice of Annual General Meetings (AGM) will be given by the Secretary at not less than 21 clear days notice to be given to the Villages.
- b. The AGM will receive a report from Officers of the Committee together with a statement of the audited accounts. Written copies of these reports shall be appended to the minutes of the AGM.
- c. Elections of Officers shall take place at the AGM.
- d. All Patrons, members and honorary members and attendees from the villages of Norton sub Hamdon and Chiselborough have the right to vote at the AGM. In the event of a tie the casting vote shall be made by the Chairman of the meeting at that time.
- e. The quorum for AGMs will be 8 (eight) people eligible to vote.
- f. The Committee has the right to call Extraordinary General Meetings (EGM) outside the AGM. Procedures for EGM will be the same as for the AGM.
- g. Committee meetings shall be held as deemed appropriate by the Committee. Each meeting shall be chaired by the Chairman, or in his / her absence, the Vice-chairman or other Officer as appropriate. The Committee shall endeavour to make all decisions on a unanimous basis. If this, in the reasonable opinion of the meeting chairman is not possible or not appropriate the decision shall be made by majority vote; in the

event of a tie the decision shall be made by the chairman's casting vote. The quorum for meetings shall be 4 (four).

7. Dissolution

In the event that there is insufficient interest in the Flower Show to warrant continuation all funds in the control of the Committee shall be held in a Bank or similar institution such that they may be available at any one time.

In the event the lack of interest in the Flower Show extends to a period of 5 (five) years the funds shall be made available to the Parish Councils for the Villages for use as they see fit. The funds shall be allocated to the Villages on a per capita weighting basis (the latest available national census figures being used) and the parish councils of the Villages shall act as the holders of their respective share. At this point in time the Society shall be dissolved.

8. Amendments to the Constitution

The constitution will only be changed through agreement by two thirds majority vote of those present and eligible to vote at an AGM or EGM.

DECLARATION

The Norton and Chiselborough Flower Show Society hereby adopt this Constitution:

Signed:

Date:

Name:

Position: Chairman

Signed:

Date:

Name:

Position: Secretary