

**NAME: The Baslow Garden Society**  
**Constitution 2023,**  
**Approved at 2023 BGS AGM**

**1. OBJECTIVES**

- a) To bring together those with an interest in gardening / horticulture in Baslow and the surrounding area.
- b) To arrange a regular programme of meetings and visits for members on gardening related topics and other subjects of local interest.
- c) To support local horticultural shows.
- d) To support / undertake activities in the village and surrounding area that promote an interest in gardening.

**2. MEMBERSHIP**

- a) Every person aged over 18 years of age shall be entitled to be a member of the Society by paying the annual fee.
- b) The membership period shall run from 1<sup>st</sup> January to 31<sup>st</sup> December. Membership shall be automatically cancelled if a member's subscription is more than three months in arrears.
- c) Membership subscriptions shall be paid annually, the amount being determined by the Committee and approved by the Annual General Meeting (AGM).
- d) All information held by the Society shall be held in accordance with current data protection legislation and will be used solely for the running of the Society's business.
- e) Attendance at Talks/Events held at Baslow Village Hall or other locations will be limited to that locations legal capacity.
- f) **President:** This is an honorary lifetime appointment bestowed on a member of the society who has provided exceptional support to the Society over a period of many years. This post may remain unfilled if there is no suitable candidate. The President may attend Committee Meetings, and act as an officer of the club, as he/she sees fit.
- g) Within the program the committee may arrange "Ticketed events" that may incur additional charges

**3. MANAGEMENT**

- a) The affairs of the Society shall be conducted by a committee elected by the members at the AGM.
- b) The committee shall consist of up to 10 members, with a minimum of 5, those 5 being the Officers of the Society. If the need arises officers and committee members can be appointed/reappointed by the Committee during its term of office.

**4. OFFICERS**

- a) **Chairman:**
- b) **Deputy Chairman:**
- c) **Secretary:**
- d) **Treasurer:**
- e) **Programme Planner:**
- f) The period of office for members of the Committee shall be two years beginning from the date of the AGM at which they are elected.
- g) Committee members having served for a period of two years may offer themselves for re-election for a further term.
- h) Officers should serve no more than four consecutive years in post, they shall be entitled to continue to serve as Committee members if re-elected at the AGM.

- i) The quorum of a committee meeting shall be a minimum of 4 or one half of the current committee membership rounded up.
- j) Where an operational decision is required and it is not possible to defer the matter until the next Committee Meeting, the Chairman, or in his/her absence the Deputy Chairman, may make an executive decision after consulting with as many other committee members as he/she considers appropriate. Any such decision shall be reported to the next committee meeting.

#### **5. ANNUAL GENERAL MEETING:**

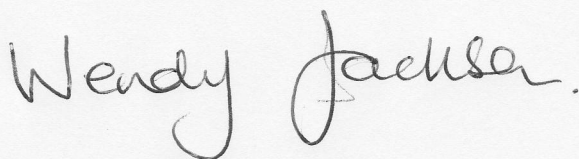
- a) Fourteen days notice of the AGM or where called, an extraordinary general meeting, shall be given to members.
- b) The AGM Agenda, minutes of the previous AGM and the financial accounts of the Society shall be circulated to members in advance of the AGM.
- c) No matters of policy shall be decided at an AGM or EGM unless a quorum, 25 percent of the membership, is present.
- d) All voting shall be by a show of hands.

#### **6. FINANCE:**

- a) All monies belonging to the Society shall be deposited in a bank account in the name of the Society. All monies paid out on behalf of the Society shall be authorised by individuals identified as authorised signatories, in accordance with the signing rules, sign cheques and give instructions for standing orders, direct debits, electronic payments. The Treasurer must be an authorised signature
- b) Online banking: The Treasurer is authorised to access account online and make payments according to signing rules
- c) Signing rules:
  - i. The Treasurer for values agreed annually by management committee
  - ii. Two authorised signatures for values over agreed amount
- d) The mandate, provided to the supplying bank, will continue until replaced with a new mandate.
- e) The fiscal year of the Society shall be from 1<sup>st</sup> October to 30<sup>th</sup> September.
- f) A person appointed by the committee shall audit the financial records of the Society.
- g) The financial accounts shall be available for inspection by members at the AGM.

#### **7. DISSOLUTION**

- a) In the event of dissolution of the Society, after payment of all debts and liabilities, the remaining assets shall, on recommendation of the committee, be distributed to other community groups/projects within Baslow and the surrounding area.

A handwritten signature in black ink that reads "Wendy Jackson." The signature is written in a cursive, flowing style.

10 Jan 23

**Chair: Wendy Jackson**