

# CONSTITUTION OF THE SALTASH FAIR COMMITTEE

## TITLE

1. The Title of the Committee hereinafter referred to, shall be "The Saltash Fair Committee"

## THE CONSTITUTION

2. The Committee hereby formulate the following rules as the Constitution of the Committee.

## DATE OF OPERATION

3. The Constitution shall come into effect on 22<sup>nd</sup> July 1980

## SCOPE OF OPERATION

4. The Constitution, as amended from time to time, is the sole course of authority of the Committee

## OWNERSHIP

5. All cash and other assets collected by, or donated to the Committee, or acquired by the Committee, are the property of the Committee and are held to be in the name of the Committee.

## THE AIM AND PURPOSE OF THE COMMITTEE

6. .1 The aim of the Committee shall be to continue the revival of the community spirit in Saltash on which attention was focused by the Silver Jubilee of Her Majesty Queen Elizabeth II.
6. .2 The purpose of the Committee is to provide aid for the local voluntary organisations and charities of Saltash, by means of the provision of a fair to be held normally on a Saturday in Saltash, together with any other events which the Committee shall organise from time to time for the community of Saltash generally.

## MEMBERSHIP OF THE COMMITTEE

7. .1 Membership is open to anyone who supports the aim and purpose of the committee
7. .2 There will be no membership fees
7. .3 The Committee will consist of at least three members, but there is no maximum limit to Committee members
7. .4 All Committee members are elected for a period of one year. They will retire at the AGM, but may be re-elected
7. .5 The Committee will consist of at least 3 people elected at the AGM
7. .6 Members will take on responsibilities to chair meetings and take notes as required
7. .7 One member of the Committee shall be appointed by the others as Treasurer

## FUNCTION OF THE COMMITTEE

8. .1 Meetings shall be held as necessary
8. .2 A quorum shall be three members
8. .3 All Committee members are elected for a period of one year. They will retire at the AGM, but may be re-elected

## FINANCE

9. .1 The Committee is responsible for the safety and proper management of the assets of the Committee
9. .2 The Committee shall produce a set of annual accounts
9. .3 Each financial year shall begin on 1<sup>st</sup> July and end on 30<sup>th</sup> June

### **ANNUAL GENERAL MEETING**

- 10. .1 The AGM shall be held no later than six months after the end of the financial year. Public notice must be given at least 14 days before the AGM.
- 10. .2 The AGM will hear reports of the years work, receive the report of the finances, accept the resignation of the outgoing Committee and elect Committee members for the next year.
- 10. .3 All members are entitled to vote.
- 10. .4 Voting shall be by a show of hands.
- 10. .5 If no committee is formed at the AGM, an EGM will be called. If no committee is formed at the EGM the committee will cease to exist after distributing the assets and property.

### **EXTRAORDINARY GENERAL MEETING**

- 11. .1 An EGM may be called to resolve a serious problem or if it is proposed to change the Constitution.
- 11. .2 14 days public notice of an EGM must be given.

### **AMENDMENTS TO THE CONSTITUTION**

- 12. .1 The Constitution may be amended by a majority vote at the AGM or EGM.

### **ASSETS AND PROPERTY**

- 13. .1 These are the responsibility of the Committee at all times
- 13. .2 A register of property should be maintained

### **DISSOLUTION**

- 14. .1 The organisation may be dissolved if deemed necessary by the members in a majority vote at an AGM or EGM. Funds and other remaining assets shall be distributed to other local events or charities.

*Correct as of Feb. 2020*