CONSTITUTION OF EAST MIDLANDS IN BLOOM

1. Name:

The Group shall be known as **East Midlands in Bloom (EMiB)** and shall be referred to as 'the Group' throughout this constitution.

2. Aims:

The aims of East Midlands in Bloom are to:

- Organise an annual campaign in the East Midlands region (Derbyshire, Nottinghamshire, Lincolnshire, Leicestershire, Northamptonshire and Rutland) called 'East Midlands in Bloom' structured around the agreed criteria of Britain in Bloom.
- Nominate entrants to represent the region in Britain in Bloom.
- Co-ordinate the regional entries into activities that promote horticulturally and environmentally based community participation such as It's Your Neighbourhood (IYN) as organised by the Royal Horticultural Society (RHS).
- Support likeminded groups to improve local neighbourhoods, villages, towns and cities
- Represent the views and needs of EMiB groups through the Britain in Bloom Federation.

3. Membership:

Membership shall be open to any 'Bloom' entrant, who have an interest in the positive development of the Group's objectives and who enters the EMiB campaign or have done so in the previous 3 years.

Each 'Bloom' entrant can nominate one voting representative to attend General Meetings, the Annual General Meeting (AGM) and any Extraordinary General Meetings (EGM). Each representative member shall have one vote.

Membership is extended to include the secretary and any individuals who have judged for the group in the previous 2 years. Each individual shall have one vote.

Non-member group representatives can attend meetings of the group but cannot vote.

4. Officers:

At the AGM of the Group, the membership shall elect a chairman, treasurer and vice chairman, who shall hold office from the conclusion of that meeting and until immediately prior to the vote at the following AGM when they may be re-elected.

The secretary is appointed by the Management Committee and deemed to have the same voting rights as other members of that Committee.

The group shall have an Honorary President to represent and promote the group.
The chairman, or his/her nominated representative, shall represent the Group at all meetings of the national Britain in Bloom committee and other such events.

5. Proceedings of Meetings and Committees:

The Chairman shall act as chairman at all meetings of Committees, AGM and EGM, or in their absence the Vice Chairman.

Every matter shall be determined where possible by a consensus of opinion but when necessary by a majority of votes of the members of the Committee present and voting. The chairman of the meeting shall only have a casting vote.

The Secretary shall keep minutes of the proceedings of all committee meetings, the AGM & any EGM, and these shall be available to anyone upon request.

Sub committees may be set up as required by a Committee provided all activities carried out are recorded and reported back to that Committee. Any sub-committee shall be chaired by a member of the sub-Committee.

No committee, officer or individual shall take action which is contrary to the Group Aims (Section 2) or are likely to discredit or have negative effect to its members.

6. General Committee:

The General Committee, consisting of members defined in Membership (section 3), is the main decision-making committee for the Group and shall meet at least two (2) times per year. Meetings of the Group are open and free of charge to any interested parties / organisations, but only those eligible under Membership may vote.

At least ten (10) members must be present at a committee meeting to be able to make decisions.

The General Committee shall receive reports and recommendations from the Management Committee.

7. Management Committee:

The affairs of the Group shall be organised by the Management Committee in such a way as to achieve the aims of East Midlands in Bloom.

The Management Committee shall consist of the officers specified in the preceding section and between four (4) and six (6) members elected at the AGM who shall hold office from the conclusion of that meeting.

The Management Committee may, in addition appoint not more than three (3) co-opted members. Each appointment of a co-opted member shall be made at a meeting of the Management Committee and shall take effect from the end of that meeting.

All the members of the Management Committee shall retire from office together at the AGM but they may be re-elected or re-appointed.

The Management Committee is to ensure that the Group complies with all relevant legislation, including safeguarding and data protection, and carries such insurance as is reasonably necessary to fulfil the aims and protect the assets of the Group.

The Management Committee shall hold at least four (4) ordinary scheduled meetings each year. At least five (5) committee members must be present at a committee meeting to be able to make decisions.

8. Annual General Meeting:

There shall be an Annual General Meeting (AGM) of the Group, which shall take place before the end of March each year.

The AGM shall be called by the Secretary who shall give at least 21 days' notice of the meeting to all the members of the Group. All the members of the Group shall be entitled to attend and vote at the meeting as defined under Membership above.

The business of the meeting shall include:

- Confirmation of the minutes of the previous AGM and any Extraordinary General Meetings held since the last AGM.
- Presentation of the annual Chairman's report.
- Receiving the verified accounts for the year from the Treasurer.
- Appointment of an independent verifier of the accounts.
- Election of Officers and other Management Committee members.
- Transaction of any other business received in writing by the Secretary from the members 10 days prior to the meeting and included on the agenda.

Nominations for election to the Management Committee should normally be made by members of the Group in writing and should be in the hands of the Secretary at least 10 days before the AGM. It is not necessary to be a member of the Group to be nominated for election to be a member of the Management Committee. Should nominations exceed vacancies, election shall be by ballot.

There shall be a quorum when at least 10 members of the Group are present at the AGM.

9. Extraordinary General Meetings:

The Management Committee may call an Extraordinary General Meeting (EGM) of the Group at any time, or if at least 10 members request such a meeting in writing, stating the business to be considered, the Secretary shall call such a meeting.

At least 21 days notice must be given of an EGM. The notice must state the business to be discussed.

There shall be a quorum when at least 10 members of the Group are present at any EGM.

10. Finance:

The Group's financial year shall run from 1st January to 31st December each year.

The income of the Group shall be applied solely to fulfilling the aims of East Midlands in Bloom.

No person shall benefit financially, other than recompense for reasonable out of pocket expenses incurred on behalf of the Group and as agreed in principle by the General committee. No money will be paid out in the name of East Midlands in Bloom without supporting documentation.

A bank current account shall be maintained in the name of East Midlands in Bloom and all payments must be authorised by any two of the three elected officers.

The Treasurer shall ensure full financial records are kept and that financial statements are produced annually together with a budget for the following year or at the request of the Committee. The accounts shall be independently verified annually by an appropriate person appointed at the previous AGM.

11. Alterations to the Constitution:

The Constitution may only be altered by a resolution passed by not less than two thirds of the members present and voting at an AGM. The notice of the AGM must include notice of the resolution, setting out the terms of the alteration proposed.

12. Dissolution:

If, at any meeting of the Group, a resolution be passed calling for the dissolution of East Midlands in Bloom, the Secretary shall immediately convene an EGM to be held not less than one month thereafter to discuss and vote on the resolution. Consultation should take place with other interested parties eg RHS/Britain in Bloom to ensure all options are considered to maintain the group.

If at the EGM the resolution is carried by at least two-thirds of the members present and entitled to vote at the meeting, the Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of East Midlands in Bloom and discharge all debts and liabilities of the Group.

After discharging all debts and liabilities of East Midlands in Bloom the remaining assets shall not be paid or distributed amongst the members of East Midlands in Bloom but shall be given or transferred to some other voluntary organisations having aims similar to those of East Midlands in Bloom and to be agreed by those members present at the EGM.

This revised constitution was adopted on the date mentioned by the persons whose signatures appear at the bottom of this document.

Signed S. Sutton Position CHAIRMAN Date 22.2.2018

Print Name SHARON SUTTON

Signed D. Bramwell Position VICE CHAIRMAN Date 22.2.2018.

Print Name DAVID BRAMWELL

Signed S. Lucas Position TREASURER Date 22/2/18.

Print Name SIMON LUCAS.