

CONSTITUTION OF: Hailsham Artists Network

1. Name

The name of the group shall be Hailsham Artists Network

2. Aim

Hailsham Artists' Network is a group of arts and crafts people based in Hailsham East Sussex, and the surrounding area. The group aims to promote local artists and crafters, and to bring interesting arts & crafts, and artists, into the town and surrounding area. Hailsham Artists' Network organises an annual Arts Trail as part of the Hailsham Festival as well as other events throughout the year. The group shares knowledge, experience and contacts, and promotes education, awareness, interest and participation in the arts for all.

3. Powers

To further these aims the committee shall have power to:

- (a) Obtain, collect and receive money or funds by way of contributions, donations, grants and any other lawful method towards the aims of the Group.
- (b) Associate local authorities, voluntary organisations and the residents of the local area in a common effort to carry out the aims of the Group.
- (c) Do all such lawful things as will further the aims of the Group.

4. Membership

- (a) Membership of The Organisation shall be open to anyone who is interested in helping the group to achieve its aim and willing to abide by the rules of the group.
- (b) Every member shall have one vote at general meetings.
- (c) The Management Committee shall have the power to refuse membership to an applicant, where it is considered such membership would be detrimental to the aims, purposes or activities of the group.
- (d) Registration and termination of membership.

* Any member of the association may resign his/her membership and any representative of a member organisation or section may resign such position, by giving to the secretary of the association written notice to that effect.

* The Management Committee may, by resolution passed at a meeting thereof, terminate or suspend the membership of any member, if in its opinion his/her conduct is prejudicial to the interests and objects of the association, PROVIDED THAT the individual member or representative of the member organisation (as the case may be) shall have the right to be heard by the General Committee before the final decision is made. There shall be a right of appeal to an independent arbitrator appointed by mutual agreement.

5. Management

- (a) The Organisation shall be administered by a Management Committee of not less than three (3) people and not more than fifteen (15) members elected at the group's Annual General Meeting. Committee Members must be at least 18 years old.
- (b) The officers of the Management Committee shall be:

The Chairperson
The Treasurer
The Secretary

and such other officers the group shall deem necessary.
- (c) The Management Committee shall meet at least twice a year.
- (d) At least three (3) Committee officer members must be present for the Management Committee meeting to take place.
- (e) Voting at Management Committee meetings shall be by show of hands on a majority basis. If there is a tied vote then the chairperson shall have a second vote.
- (f) Power to set up sub-groups and working parties as deemed necessary who shall be accountable to the committee.

6. Finance

- (a) Any money obtained by the group shall be used only for the group.
- (b) Any bank accounts opened for the group shall be in the name of the group.
- (c) Any cheque issued shall be signed by two unrelated nominated signatories.
- (d) The Management Committee will ensure that the group stays within the budget.

7. General Committee Meetings

- (a) The general committee shall meet at least four (4) times each year.
- (b) The quorum for a meeting shall be three (3) which must include at least 1 Officer.
- (c) The committee shall be accountable to the members at all times.
- (d) All meetings must be minuted and available to any interested party.
- (e) All committee members shall be given at least seven (7) days' notice of a meeting unless it is deemed an emergency meeting.

8. Annual General Meeting

- (a) The Organisation shall hold an Annual General Meeting (AGM) at not more than 13 month intervals.
- (b) Where possible members shall be notified personally by post or email, otherwise notice will be deemed served by advertising the meetings on Facebook giving at least 14 days' notice of the AGM.
- (c) The business of the AGM shall include:
 - * Receiving a report from the Chairperson of the group's activities over the year.
 - * Receiving a report and presentation of the last financial year's accounts from the Treasurer on the finances of the group.
 - * Electing Management Committee members where necessary and considering any other matter as may be appropriate at such a meeting.
- (d) The quorum for Annual General Meeting shall be at least three (3) persons which must include at least 2 Officers.

10. Alteration of the Constitution

- (a) Proposals for amendments to this constitution, or dissolution (see Clause 11) must be delivered to the secretary in writing. The secretary in conjunction with all other officers shall then decide on the date of a forum meeting to discuss such proposals, giving at least 2 weeks (14 days) clear notice.
- (b) Any changes to this constitution must be agreed by at least two thirds of those members present and voting at any general meeting.

11. Dissolution

The group may be wound up at any time if agreed by two thirds of those members present and voting at any general meeting. Any assets shall be returned to their providers, if they require it, or shall be passed to another group with similar aims.

12. Adoption of the Constitution

This constitution was adopted on the / /2022

Signed:

.....(Chair)