

# **CONSTITUTION OF COASTAL COMMUNITY CHALLENGE**

## **1. NAME**

The name of the organisation is:

The Big Local Partnership-Mablethorpe, Sutton on Sea and Trusthorpe.

## **2. OBJECTS**

The objects of the organisation are:

**2.1** To make Mablethorpe, Trusthorpe and Sutton on Sea even better places to live.

**2.2** To create and deliver a Big Local Partnership plan, which sets out a shared vision for Mablethorpe, Trusthorpe and Sutton on Sea.

**2.3** To actively encourage people living in these areas to play their part in supporting Big Local and its activities by supporting residents and people locally to improve their community.

**2.4** To promote Mablethorpe, Trusthorpe and Sutton on Sea Big Local Plan and Big

Local activities in a thoughtful, continuous and inclusive way to encourage participation and promote opportunity to all within the community.

**2.5** To provide overall direction of Big Local locally to meet Mablethorpe, Trusthorpe and Sutton on Sea's long term vision and outcomes.

## **3. POWERS**

In furtherance of the Objects but not otherwise the organisation may:

**3.1** Employ and remunerate such staff (who shall not be members of the Executive

Committee) as are necessary for the proper pursuit of the objective;

**3.2** Acquire and dispose of property (subject to any consent required by law);

**3.3** Invest funds in any lawful manner provided that professional investment advice

is obtained whenever it is prudent to do so;

**3.4** Borrow money with or without giving security (subject to any consent required

by law);

**3.5** Raise funds by any lawful means except permanent trading;

**3.6** Accept gifts either for the general purposes of the Organisation or for a specific

purpose within or connected with the Objects;

**3.7** Do anything else within the law which is necessary in carrying out the Objects.

## **4. MEMBERSHIP**

**4.1** Membership of the Organisation is open to any individual who is interested in

furthering the Objects who lives and works within the defined council ward boundaries of Mablethorpe, Trusthorpe and Sutton on Sea.

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**4.2** Every individual member has one vote at General Meetings of the organisation.

**4.3** A member may resign his or her membership at any time. Should a member

miss 3 consecutive meetings they will deem to have resigned unless mitigating

circumstances are agreed with the executive Committee.

**4.4** If the Executive Committee consider that a member's conduct is harmful to the

Organisation it may, by resolution, require the member concerned to resign or to put

his, her or its case to a meeting of the Executive Committee.

**4.5** Where the Executive Committee is satisfied, after hearing the case put by or on

behalf of the member concerned, that the member should leave the organisation it

may terminate that membership by written notice and that notice is final.

**4.6** The Executive Committee may make provision for non-voting categories of

membership including junior membership, associate membership and honorary

membership.

**4.7** The Executive Committee must keep a list of members in each category.

**4.8** Any member who knowingly fails to declare an interest in any items on an

agenda of any member who hold office (i.e. Chairman, Secretary, Treasurer) and

abuses their position shall be dismissed and will not be allowed back onto the

Executive Committee for at least 5 years.

## **5. GENERAL MEETINGS**

**5.1** There must be an Annual General Meeting of the members of the organisation

once in every two years.

**5.2** At the Annual General Meeting the members will:

**5.2.1** Receive the Executive Committee's Report for the previous year.

**5.2.2** Receive the Treasurer's Report and accounts for the previous year.

**5.2.3** Bi-annually, elect the Executive Committee for the following years.

**5.2.4** Discuss and advise the new Executive Committee on activity for the Organisation

**5.2.5** Determine any other matter of which notice has been given.

**5.3** A special meetings of the members of the organisation may be held at any time

if called by the Executive Committee or if at least 25 residents make a written

request to the Executive Committee.

5.4 A special General Meeting must be called within 14 days of such a request.

5.5 A general Meeting requires 28 days notice to be given to the members specifying the matters to be dealt with.

5.6 A quorum at a General Meeting is 9 members present or a minimum of one

third of the membership, whichever is the smaller. If there is no quorum the meeting may be adjourned for at least 14 days and the number present at the

adjourned meeting if at least 3 will constitute a quorum for that meeting.

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5.7 The Chairman of the Executive Committee or in their absence some other person elected by the meeting takes the chair at General Meetings.

5.8 Wherever possible decisions should be arrived at by consensus but where this is

not possible a majority vote should decide the issue. The Chair will have one casting vote in the event of a draw. In the event of a vote tie, when choosing an

Executive Member, the Chair can ask for a vote by proxy.

## **6. EXECUTIVE COMMITTEE: COMPOSITION**

**6.1** The Executive Committee (The "Committee") is the body responsible for the

management of the organisation.

**6.2** The Committee consists of a minimum of 9 and a maximum of 18 individuals

who are members of the organisation and who live within the defined council boundaries of Mablethorpe, Trusthorpe and Sutton on Sea. An equal amount of

members from each area will make-up the Committee.

**6.3** The members of the Committee are elected bi-annually at the Annual General

Meeting and normally hold office until the end of their 2 year term.

**6.4** A member of the Committee who resigns by written notice to the Committee, or

who is disqualified by law from acting as a Charity Trustee, ceases automatically to

be a member of the Committee.

**6.5** Casual vacancies in the Committee may be filled by the Committee by cooption,

and a co-opted member will have the same voting powers and hold office for the same period as the Committee member he or she replaces.

Preference will

be given to fill casual vacancies in the Committee to interested residents who live in

the area with least representation on the Committee.

## **7. EXECUTIVE COMMITTEE: PROCEDURES**

7.1 The Committee must meet at least six times in every calendar year.

A

special meeting of the Committee may be called at any time on seven days

notice. A quorum at Committee meetings is six.

7.2 At the first meeting of the Committee in every second year the members

must appoint a Chairman and a Treasurer who must be independent from the

group and such other honorary officers from themselves as they think fit.

The Committee has the power to award remuneration to executive and associate members where applicable.

7.3 Every question is decided by a simple majority of the Committee members present and voting at a meeting. In the case of equality of vote the

Chairman of the meeting has a casting vote only.

7.4 The Committee may appoint sub-committees, which can include stakeholders and non-members to carry out specific tasks of the organisation, but sub-committees must always report back to the main Committee as soon as possible.

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7.5 The Committee must keep minutes of its meetings and proceedings and keep

safe all records to the organisation.

7.6 The Committee may make rules to govern its own proceedings of subcommittees

so long as they are not inconsistent with the provision of this

Constitution. Associate members and stakeholders will be invited to attend meetings to advise and support but will not have a vote.

7.7 That meetings of the Executive Committee shall not exceed 2 hours unless a

proposal is seconded and a vote carried that the length of the meeting be extended

to deal with a specific agenda item.

## **8. FINANCE**

8.1 All funds of the Association, including all donations and bequests, shall be paid

into an account operated by the Committee in the name of the Association and all

funds must be used in furthering the Objects.

8.2 The Committee is responsible for the keeping of accounts and for the preparation of annual report and annual statement of accounts for the organisation.

8.3 The Committee shall maintain one or more accounts in the name of the organisation at a bank or Building Society. All withdrawals from the organisation accounts must be authorised and signed by at least two members of the Committee.

## **9.PROPERTY**

**9.1** If the organisation acquire any land, building, investments or other property of a permanent nature the legal title of the property must be transferred to a corporate body as holding trustees (or, in the case of freehold land, invested in the Official Custodian for Charities).

## **10.NOTICES**

10.1 Whenever any notice is required to be given to the Committee it must be delivered by hand or sent by post to the Secretary.

10.2 Whenever any notice is given by post it is deemed to have been received 48 hours after posting.

## **11.AMENDMENT OF CONSTITUTION**

11.1 The provisions of this Constitution may be amended at a General Meeting by resolution passed by two thirds of the members present and voting but Notice of the items of the proposed amendment must be given with the notice calling the meeting.

**11.1** No amendment will be valid if it would alter the Object.  
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## **12.DISSOLUTION**

12.1 The Association may be dissolved at a General Meeting by resolution by two thirds of the members present and voting.

12.2 In the event of dissolution, the members of the Committee holding office will remain responsible for the orderly winding up of the affairs of the organisation and do all within its power to make provision for the continuation and delivery of the Mablethorpe, Trusthorpe and Sutton on Sea Big Local Project.

12.3 After paying or making provision for all debts and liabilities of the

organisation the Committee shall ensure that all business is concluded and accounted for in line with the organisations aims and objectives to the Local Trust

Organisation responsible for the distributing of funding.

**13.DISPUTES**

Any disputes as to the interpretation of this Constitution or as to the propriety of any action taken or proposed by one or more members of the Committee may be

resolved by unanimous decision of the Committee or referred to an independent advisor or mediator.

This constitution was adopted at a (Public) meeting held

at..... on .....

Signed:

Chair of the Meeting .....

Secretary of the Meeting .....