

Revised October 2019

Harrogate and Ripon Beekeepers' Association Constitution

1. **NAME:** The NAME of the Association shall be 'The Harrogate and Ripon Beekeepers' Association' (hereinafter called 'the Association').

2. **OBJECTIVES:** The OBJECTS of the Association shall be to promote and further the craft of beekeeping.

3. MANAGEMENT:

(A) The MANAGEMENT of the Association shall be invested in a Committee consisting of the honorary officers of the Association and eight other members. The Committee shall have power to fill temporary vacancies and shall also have power to appoint sub-committees; each sub-committee shall have at least one members of the committee. All sub committees will provide minutes of meeting to the Main Committee.

(B)The Committee shall have power to co-opt an additional two members of the Committee.

(C) The Honorary Officers of the Association shall be the Chairman, Vice-Chairman, Secretary and Treasurer. An Executive committee consisting of at least three officers of the Association may take decisions required urgently between committee meetings, any such to be reported to the next meeting of the committee.

(D) The President and the Vice-President(s) shall be elected for a period of three years, the Chairman for two years and all other Officers and members for one year at an **Annual General Meeting** (AGM). All are eligible for re-election.

(E) Members with special responsibility shall be appointed by the committee annually.

(F) Candidates for the committee must be proposed and seconded either in writing or verbally to the Secretary. The name will not be accepted unless the candidate has expressed willingness to serve on the committee if elected. The election shall be decided by vote of those present at the AGM.

(G) All those Honorary Officer and Committee Members who have been elected or re-elected to the Association Committee at an AGM shall be trustees of the Association while they remain on the Committee. Five Trustees shall form a Quorum.

(H) Members appointed to the Committee to fill temporary vacancies under the powers of clause 3A or Co-opted under clause 3B shall not be trustees of the Association.

(I) Honoraria or gifts may be made on the recommendation of the committee up to the value of £150 for any one individual, gifts in excess of £150 must be authorised at an AGM or EGM.

(J) Custodian Trustees (when required)

- 1 There shall be not less than two nor more than four Custodian Trustees of the Association (who shall not necessarily be Members) who shall be nominated by the Committee
- 2 For the purpose of giving effect to such nomination the President is hereby declared to be the person empowered to appoint new Trustees of the Association within the meaning of S36 Trustee Act 1925 and they shall by deed duly appoint the person or persons so nominated by the Committee

- 3 The Custodian Trustees shall hold office until death or resignation or until removed from office by the Committee. On any such vacancy the Committee shall nominate the person or persons to be appointed as the new Custodian Trustee or Trustees.
- 4 The Custodian Trustees shall be indemnified out of Association assets against losses or expenses incurred in carrying out the business of the Association as authorised by the Committee or by a General Meeting.
- 5 All property of the Association (but not cash and bank accounts) shall be vested in the Custodian Trustees and shall be dealt with by them as the Committee shall from time to time direct (of which an entry in the minute book confirmed and signed in accordance with these Rules shall be conclusive evidence).

4. MEETINGS:

(A) **COMMITTEE MEETINGS** shall be called by notice of the Secretary.

(B) There shall be an AGM as soon as possible after the close of the financial year on a date to be fixed by the Committee.

(C) All members shall receive notice of the AGM by post or email and a copy of the agenda not less than twenty-one days before the agreed date for the meeting. The sending of the notice by post or email to the address held on the Association records shall be deemed as delivered. A verbal report of the years work, together with a written statement of accounts made up to the end of the previous financial year and duly audited shall be submitted to this meeting which may discuss the management and concerns of the Association.

(D) The auditor, who shall not be a member of the Committee, shall be appointed at an AGM or by the Committee if an appointment is necessary at any other time due to illness or resignation.

(E) **Extraordinary General Meeting (EGM)** may be called by the Committee, or by the Secretary on the written demand of 8 Full, Partner or Life members of the Association. The demand shall state the objects of the meeting and no other business shall be transacted thereat. The meeting must be called within twenty-eight days of receipt of the demand. All members shall receive notice of the EGM and a copy of the agenda not less than fourteen days before the agreed date.

5. ACCOUNTS:

(A) The Financial Year of the Association shall be 1st September to 31 August.

(B) The committee shall raise and administer the funds of the Association.

(C) The Treasurer shall be responsible for the keeping of the accounts and for the preparation of the annual statement of accounts.

(D) The Treasurer, or in his absence any other signatory specifically approved by the committee and accepted by the Bank, is authorised to be the sole signatory of Association cheques, with the exception that all cheques for capital expenditure have to be signed by two authorised signatories on an account set up specifically for that purpose.

(E) Any member or person undertaking work on behalf of the Association shall be reimbursed for any out of pocket expenditure incurred in undertaking such work together with a contribution towards any motoring costs at a rate to be decided by the committee from time to time. No payment will be made for time spent on such work.

(F) Indemnity_The members of the Committee shall be entitled to an indemnity out of the assets of the Association for all expenses and other liabilities properly incurred by them in the management of the affairs of the Association.

6. MEMBERS:

(A) Any person may become a member of the Association on application to the Membership Secretary, and on payment of the annual subscription. His or her election need not be referred to the committee unless the Membership Secretary has any doubts about the suitability of the applicant, in which case the application shall be dealt with by the committee.

(B) The categories of membership are:

(i) **Full Members**- adult beekeeping members who receive all the benefits of membership the Association plus, the benefits as a registered member of the British Beekeeper Association (BBKA) , including public and product liability insurance under the BBKA Insurance policy, BBKA News and the Apiarist magazine. They will also be entitled to Bee Disease Insurance (BDI) for the first 3 hives.

(ii) **Partner Members** – adult beekeeping members residing at the same address as a full member. They receive all the benefits of Partner membership of the Association plus the benefits as a partner member of the BBKA, including public and product liability under the BBKA Insurance policy, but not BBKA News and the Apiarist. They will also be entitled to (BDI) for the first 3 hives.

(iii) **Country Members** – members who do not keep bees but who wish to support the Association plus, the benefits as a Country member of the BBKA and receive BBKA News and the Apiarist.

(iv) **Associate Members**- Any person who is already a full or Partner member of another beekeepers' association, or any person interested in beekeeping and in supporting the Association and receiving the Apiarist but who does not keep bees.

(v)**Junior Members** - available for anyone under eighteen years on 1st September who keeps or intends to keep bees on their own account. They will all the benefits of a junior member of the Association plus, the benefits as a Junior member of the BBKA. They will also be entitled to (BDI) for the first 3 hives.

(vi)**Associate Junior Members** – available for anyone under eighteen years on 1st September. No capitation is paid BBKA and they have no insurance.

(vii) **Honorary Life Member**- any member who has performed distinguished service to the Association or to the general betterment of beekeeping , may be elected by the committee to be an honorary life member and shall thereby be entitled to free Full or Country life membership of the Association as appropriate, plus the benefits as a registered member of the BBKA

(viii) **Schools Membership**, available to any private or state-maintained schools who wish to benefit from membership of HRBKA. One person shall be nominated as the Registered Member and additional individuals may become Partner Members.

(C)All insurance covers provided by BBKA or BDI are subject to the terms and condition of the policy and may vary without notice.

(D) Members may invite family members and other guests to attend meetings and functions of the Association.

(E) The committee, by a vote of two thirds of those present and voting, shall have the power to refuse to renew the membership of any member.

(F) Voting at Annual and Extraordinary General Meetings is open to Full, Partner and Honorary Life members of the Association.

7. SUBSCRIPTIONS:

(A) The rate of the Annual Subscription for all categories of membership for the following year shall be decided at the AGM or at an EGM.

(B) Annual subscriptions are due on the 2nd September.

(C) Receipts for subscriptions will not be given unless specifically requested.

(D) Any member whose subscription is overdue by more than three months shall cease to be a member.

8. NOTIFIABLE DISEASES OF HONEYBEES: Any member having a suspected outbreak of a notifiable disease (e.g. foul brood) in his or her apiary, whether the bees have been destroyed or not shall notify the Secretary without delay, as well as informing the Regional Bee Inspector.

9. ALTERATIONS TO THE CONSTITUTION: Any proposed alteration must be submitted to the Secretary by the first of September with the names of the proposer and seconder and must be sent out with the notice of the meeting. The constitution shall not be altered except by a majority vote supported by at least two thirds of those voting at an AGM or EGM.

10. DISSOLUTION OF THE ASSOCIATION: In the event of the Association being dissolved any assets remaining after the payment of outstanding debts and liabilities shall be paid over to some other charitable institution having objectives similar to those of the Association.

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