

Constitution of the Hardy Plant Society, Dorset Group

(approved 24th Feb 2024)



Contents

1.	Name of the Group	2
2.	Status and Relationship.....	2
3.	Registration with The Hardy Plant Society.....	2
4.	Objectives.....	2
5.	Members	2
6.	Subscriptions	3
7.	Finance	3
8.	Officers and Committee	3
9.	General Meetings.....	4
10.	Alterations to the Group Constitution	5
11.	Privacy Policy.....	5
12.	Dissolution.....	5



1. Name of the Group

‘The Hardy Plant Society, Dorset Group’ – hereinafter referred to as the ‘Group’, this title shall be dependent upon continuing registration with the Hardy Plant Society (HPS). If registration is withdrawn, by either party, the Group shall delete the name ‘The Hardy Plant Society’ from its title immediately.

2. Status and Relationship

The ‘Hardy Plant Society, Dorset Group’, is registered with the national Hardy Plant Society (HPS) as a body independent of the HPS, save for its registration with the Society. As such, the Group has no power or authority to bind the HPS or to enter into any contract on behalf of the Society except as may be expressly authorised by the HPS Trustees from time to time. For the avoidance of doubt, it should be noted that the Group is not a registered charity. The Hardy Plant Society itself is a registered Charity No: 208080.

3. Registration with The Hardy Plant Society

The Group shall, at all times, comply with the registration requirements as notified from time to time by the HPS.

4. Objectives

To further the objectives of the HPS on a local basis. Please refer to the national HPS website for further information.

5. Members

- a) Only fully paid-up members of the national HPS may become members of the Group.
- b) Payment of the Group subscription is deemed to be an agreement to abide by this Constitution.
- c) Each member shall be entitled to one vote at any General Meeting.
- d) Members should do nothing, which may harm the interest or reputation of the Dorset Group or the Hardy Plant Society itself.
- e) In exceptional cases the committee may, by resolution, decline to accept an application for membership or renewal of membership.

6. Subscriptions

- a) All members shall pay an annual sum as recommended by the Committee and approved at a General Meeting of members.
- b) Annual subscriptions shall become due on 1st January, with a grace period up to the AGM at the February meeting.
- c) New paid-up members of the Group who join after September 30th in any year shall be entitled to all privileges of membership, without further payment, until December 31st of the following year.

7. Finance

- a) All funds belonging to the Group shall be in a banking account held in the name of the Group.
- b) The Treasurer may use a different type of banking (eg online banking) to facilitate the efficient working of the Group, within the framework of an approved and minuted item by the Committee.
- c) The financial year of the Group shall end on 31st December.
- d) Annual accounts shall be prepared; examined by an independent person and submitted for approval of members at the Annual General Meeting.

8. Officers and Committee

- a) The following officers of the Group shall be elected at the AGM:- Chair, Secretary, and Treasurer. No individual may hold, at the same time, the posts of Chair, Secretary or Treasurer.
- b) In addition, there will be a maximum of nine (9) other elected Committee members.
- c) The persons so elected shall form the Management Committee of the Group.
- d) All Officers and other members of the Committee shall seek re-election annually.
- e) Length of Service – Officers and committee members to be subject to the following limits relating to terms of service.
 - i. The Chairman shall be eligible for re-election each year, subject to serving a maximum of three years consecutive service (extendable, if necessary, to a maximum of five consecutive years).
 - ii. The other Officers of the Group are eligible for re-election annually.

-
- iii. Other members of the Committee to serve a maximum of three years continuous service.
 - f) All Officers and committee members upon standing down at the end of their continuous service shall not be eligible for re-election until a further period of 12 (twelve) months has elapsed.
 - g) Nominations for Officers and members of the Committee must be received by the Secretary in writing, together with confirmation of the Nominees' consent, not less than 14 days before the appointed date for the Annual General Meeting.
 - h) Where more than one nominee stands for a post, election will be by a simple majority of the votes cast.
 - i) The year of service for those elected at the AGM shall commence at the close of the AGM which elects them. For the purpose of these rules a year is deemed to be the period between one AGM and the next.
 - j) The Committee has the power to co-opt new members to serve until the following AGM when they may stand for election.
 - k) Two-thirds of the total members of the Committee, of whom one (1) must be an officer of the Committee, shall form a quorum for Committee meetings.

9. General Meetings

- a) At least 21 days notice of any General Meeting shall be given to all members specifying the business of the meeting.
- b) At General Meetings, decisions shall be by simple majority with the Chair having a casting vote, or in the absence of a Chair, the Secretary has a casting vote.
- c) A quorum at General Meetings shall be twenty percent (20%) of the current paid-up membership.
- d) An Annual General Meeting of all paid-up members of the Group shall be held once in each calendar year, within three months of the end of the financial year to transact the following business:
 - i. To receive and adopt the Minutes of the last AGM.
 - ii. To receive the annual reports from Officers of the Group.
 - iii. To receive and adopt the Annual Accounts of the preceding financial year.
 - iv. To transact any other business of which at least 21 days' notice has been given.

-
- v. To deal with any special matter which the Committee may wish to bring before the members and to receive suggestions from the members for consideration by the Committee.
 - vi. To elect the Officers and other Committee members.
 - vii. To elect an auditor/examiner.
- e) An Extraordinary General Meeting of the Group may be called at any time and shall be called within 40 days of receipt by the Secretary of a request, in writing, signed by not less than 10 members stating the purpose for which the meeting is requested and setting out the resolutions which are to be proposed thereat. No other business shall be transacted at the meeting.
- f) The Committee have the right to exclude any vexatious or inappropriate proposal from consideration by a General Meeting. However, in such cases the meeting shall be informed that an exclusion has taken place.

10. Alterations to the Group Constitution

- a) Proposed changes to the Group Constitution should be submitted to the HPS Trustees for approval.
- b) Once proposed changes have been approved by the Trustees, the Constitution may be altered only at a General Meeting of the Group of which due notice has been given and which specifies the proposed alterations.
- c) A motion to amend the Constitution shall require a majority of two-thirds of the votes cast.

11. Privacy Policy

We have a Privacy Policy in line with The Data Protection Act 2018 which itself is the UK's implementation of the General Data Protection Regulations (GDPR). Our Privacy Policy can be found on our website at www.dorsethps.org.uk.

12. Dissolution

- a) A motion to dissolve the Group shall require an Extraordinary General Meeting of which not less than 21 days' notice shall have been given to all members. Such motion shall incorporate specific proposals for the distribution of the surplus assets

of the Group after settlement of all liabilities. Such distribution shall be approved by the Group members.

- b) A motion to dissolve the Group shall require a majority of two-thirds of the votes cast.

