

Ewell Horticultural Association Constitution

1. The Association shall be called the "Ewell Horticultural Association".
2. The object of the Association shall be the encouragement and enjoyment of horticulture
3. Membership shall be open to individuals on payment of the appropriate annual subscription. Subscriptions are due on 1st January. However to allow time for collection membership shall remain valid until 31st March. New members joining in November or December shall have these months included in the following years membership. The committee shall have the power to decide the annual fee as necessary
4. The following Officers, all of whom shall be honorary, shall be elected annually in General Meeting:- President, Chairman, Treasurer, Secretary, Vice-Chairman, Registrar, Publicity Officer, Sales Secretary, Equipment Officer, Show Secretary, Domestic Secretary, Catering Officer and Lecture Secretary
5. The Hon. Auditor shall be elected annually in General Meeting.
6. The affairs of the Association shall be managed by a General Committee elected annually in General Meeting and consisting of the above named officers and additionally not more than seventeen members (seven to form a quorum). The General Committee may co-opt new members and fill vacancies within this limit.
7. The General Committee shall elect from its number a "Steering Committee" when deemed necessary to consider matters of policy. This Committee to consist of a Chairman, Treasurer and Secretary and a further four members (four to form a quorum). This Committee shall submit its recommendations to the General Committee.
8. The General Committee may appoint Assistants to Officers from its members.
9. The General Committee shall meet at least quarterly.
10. The financial Year of the Association shall end on November 30th of each year and the Annual General Meeting shall be held not later than the 31st March following, when the Annual Report and statement of Accounts shall be presented. The Auditor shall report to the members on any aspect of the accounts that he considers advisable.
11. A Special General Meeting may be called at any time if a written application, signed by at least twelve members, be given to the Secretary. The application must give the reason for wishing the meeting to be called and it must then be held within 21 days thereafter at which not less than fifty members shall be present to form a quorum. The Secretary shall notify all members at least seven days prior to the date of the meeting and the reason for the meeting shall be stated in the convening notice.
12. The Treasurer shall have prime responsibility for all monies and assets of the Association and he shall report to the General Committee at each meeting of that Committee on any payments made or alterations to the assets and liabilities since the date of the last meeting.
13. All monies shall be banked in the name of the Ewell Horticultural Association
14. The General Committee shall at its discretion elect a limited number of Vice-Presidents. Nominations for this position should be submitted to the Secretary in writing to be considered by a steering committee. If acceptable they will be proposed to the General Committee for election.
15. The General Committee shall have the power to deal with any matter not provided for in these rules including withdrawing membership.
16. No alterations to these Rules shall be made except at a General Meeting and then only with the consent of two thirds of the members present. Notice of amendment must be given to the Secretary in writing 14 days prior to the meeting.