

COCKFIELD COMMUNITY COUNCIL

Constitution and Rules

1. NAME.

The Council shall be called the "Cockfield Community Council".

2. OBJECTS.

a) To provide adequate recreational facilities, playing fields, playgrounds, community centres and other amenities of a similar character for the benefit of the community residing in Cockfield and the neighbourhood, in the interests of social welfare, and with the object of advancing education, furthering health, relieving poverty, distress or sickness, or in pursuing any objects which now or hereafter may be deemed in law to be charitable by improving the conditions of life of the persons for whom the facilities are primarily intended.

b) To raise by subscription or otherwise funds for furtherance of the objects of the Council.

c) Provided always that nothing in the foregoing shall authorise or empower the Cockfield Community Council to participate directly or indirectly in any activity which is not charitable according to the laws of the United Kingdom for the time being in force and the whole of the property and funds of the Cockfield Community Council shall at all times be used and applied for such purposes as are charitable in accordance with such laws.

3. The income and property of the Council shall be applied solely towards the objects of the Council and no portion thereto shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise by way of profit to the members of the Council.

4. CONSTITUTION.

The Council shall consist of the following -

i) (a) The Officers of the Council, viz: The Chairman, Vice-chairman Secretary, and Treasurer, to be elected annually at the Annual General Meeting, by members of the duly elected Executive Committee.

(b) Representatives of :-

- (i) The Cockfield Parish Council.
- (ii) Such Voluntary organisations as may be invited by the executive committee
- (iii) Such Sports organisations and clubs (men and women) as may be invited by the Executive Committee.

(c) Subscribers under rule 7.

(d) Such persons as may be accepted for membership by the Council on such terms as the Council may from time to time decide.

ii) The Council shall appoint an Executive Committee annually from the above, (the number to be determined by the Council) at the Annual Meeting.

iii) In the event of a resignation, a representative elected under sub-section (i) (c) may continue to act until another representative shall be appointed by the local authority or organisation concerned.

5. (a) The business of the Council shall be carried on by the Executive Committee.

(b) The Executive Committee shall have power to fill up by co-option any vacancy which may occur in its body during the year, and shall have power to co-opt in an advisory capacity any person whom they shall think fit.

(c) A meeting of the Executive Committee shall be called at any time, in either of the following ways, subject to seven days' notice from the Secretary:-

(i) By order of the Chairman

(ii) On receipt by the Secretary of a requisition signed by one third of the members of the Executive Committee.

(d) The Executive Committee shall have the power to appoint such sub-committees as they think fit and may delegate to such sub-committees such powers as they from time to time think desirable and may co-opt to such sub-committees non-members of the Executive Committee.

(e) The Executive Committee shall have power to appoint District Representatives to represent the Council.

(f) Any matter not covered by these rules or any question of interpretation shall be dealt with by the Executive Committee which may refer the matter in question to the Council for decision.

6. GENERAL MEETING

(a) A General Meeting shall be held at least once a year for the following purposes:-

(i) Election of Officers

(ii) Election of Executive Committee

(iii) The presentation of the audited accounts.

(iv) Any other business.

(b) Twenty-one days notice with an Agenda shall be given of any General Meeting. The notice shall be sent to all Officers and all members of the Council. All resolutions, and all alterations to the Rules to be proposed thereat shall be displayed in at least four points in the Parish.

The Annual Report and Audited Accounts shall be presented at the Meeting.

(c) The Council shall meet at least twice a year, and at such other times as the Chairman shall direct. An Extraordinary General Meeting must be convened upon the receipt of a requisition in writing signed by six or more members.

7. MEMBERSHIP

(a) The subscription, for membership of the Council shall be a minimum of sixpence per week, per person.

(b) The affiliation fee, if any, for Sports Clubs and other organisations, shall be a minimum of two shillings per annum.

8. VOTES.

Every question at General or other Meeting shall be decided by a simple majority of the votes of all those present at the meeting, and in case of equality of votes, the Chairman shall have a casting vote.

9. ALTERATION OF RULES.

Notice of any proposed alterations to the rules shall be submitted in writing to reach the Secretary not less than four weeks before the date of the Annual General Meeting, or of an Extraordinary General Meeting called for that purpose. No alteration to this Constitution shall be permitted which will make the objects in Clause 2(a) other than exclusively charitable or the funds and property of the Council applicable otherwise than for exclusively charitable purposes.

10. MINUTES

The Secretary shall cause Minutes to be made in a book provided for that purpose, of all resolutions and proceedings of all meetings and such Minutes shall, upon questions put and vote being taken thereon, either at the meeting or some subsequent Meeting, be signed by the Chairman, and when signed shall be conclusive evidence of the correctness of the entry.

11. ACCOUNTS.

Books of Accounts as agreed by the Executive Committee shall be kept by the Secretary or Treasurer.

For the proper maintenance of a Banking Account, the following financial system shall be carried out by the Executive Committee of the Community Council:-

(a) An Account shall be opened in the name of the Council, to be called The "Cockfield Community Council Account" at a bank to be approved by the Executive Committee, into which all monies received on behalf of the Community Council shall be paid by the Treasurer or other responsible official.

(b) Cheques for payment of all accounts shall be signed by any two of the following :- Chairman, Vice-chairman, Secretary, Treasurer.

At The Annual Meeting in every year, The Executive Committee shall lay before the members a detailed audited statement of the Accounts of the Council for the past twelve months.

12. AUDITOR

The Accounts shall be audited by an auditor to be elected at the Annual General Meeting in each year.

13. DISSOLUTION.

If upon the winding up or dissolution of the Council there remains after the satisfaction of all its debts and liabilities any property or assets whatsoever, the same shall be given or transferred to a charitable institution having similar objects as the Council and if and so far as effect cannot be given to such provision then to some other charitable object.

Certified that this is a True Copy of the Constitution and Rules of the Cockfield Community Council adopted at the first General Meeting on Tuesday, the Fifth of August, 1969.

(A.J. Wheeler)
..... Chairman
Cockfield Community Council.

(8th April 1970)