

High Wycombe & District Beekeepers' Association

Registered Charity N°. 299638.

Constitution and Rules

Revised Copy Adopted at A.G.M. Sept 26th 2008.

1. The Association shall be called the High Wycombe and District Beekeepers' Association.

2. OBJECT.

The object of the Association shall be to promote and further the craft of Beekeeping.

2.1 In pursuance of this objective, the Association shall carry out the following activities as far as it is able:-

- (a) Advise members in the management of apiaries.
- (b) Help new members to start in the craft in a safe and responsible manner.
- (c) Encourage beekeeping to be efficient with up to date principles.
- (d) Encourage control and eradication of disease.
- (e) Arrange meetings of members for practical instruction and education on all aspects of beekeeping and impinging fields of interest.
- (f) Provide advise and assurance, and where possible, assistance to the public on matters pertaining to bees and beekeeping.
- (g) Organise and hold exhibitions of bees, bee products and related appliances, and to promote the public's awareness of bees and the Environment.
- (h) Do all such lawful things as shall further the said objectives.

2.2 To achieve these objectives and carry out these activities, the Association shall have **POWERS** to:-

- (a) Raise money so long as no permanent trading activities are undertaken in raising funds for the activities of the Association.
- (b) Own or rent land for use as an apiary with buildings for storage of Association beekeeping equipment subject to such consents that may be required by law.

- (c) Own or rent equipment for use by the association.
- (d) Hire the use of buildings for public or Association meetings.
- (e) Employ staff or make grants in furtherance of the activities provided no remuneration is received by Members who govern or manage Association matters.
- (f) Pay approved out of pocket expenses with consent of the Executive Committee for beekeeping related activities on behalf of the Association.

3. MEMBERSHIP

3.1 The Association shall consist of a President, Vice-President (s), Life Members, Associate Members and an unlimited number of Ordinary Members regardless of gender, creed or sect.

3.2 The Executive Committee comprising of a Chairman, Vice-Chairman, Secretary, Treasurer, Librarian, Honey Show Secretary, Apiary Manager (s), and up to five Ordinary Committee Members elected from the floor at the A. G.M. shall be responsible for the organisation and management of the High Wycombe and District Beekeepers' Association.

[The Chairman, Vice Chairman, Hon Secretary, and Treasurer shall be recognized as the Trustees of this Association.](#)

A quorum shall consist of a Chairman or Vice Chairman and four Committee Members.

3.3 The Executive Committee shall comply with their obligations under the Charities Act 1992 (or any statutory re-enactment or modification of that Act) with regard to: -

- (a) the keeping of accounting records for the Charity.
- (b) the preparation of annual statements of account for the Charity.
- (c) the auditing or independent examination of the statements of account of the Charity.
- (d) the transmission of the statements of account of the Charity to the Commissioners.

3.4 The spouses of paid up members automatically become ordinary members with full voting rights.

3.5 Other non-beekeeping persons may be come Associate Members on payment of two-thirds of the H.W.B.K.A. annual subscription.

4. SUBSCRIPTION

The total annual subscription inclusive of the County and BBKA Affiliation Fees shall be reviewed each year by the Committee and their recommendation submitted for endorsement or amendment at the Annual General Meeting.

No member shall be entitled to the privileges of the Association until the Annual Subscription has been paid and, if remaining unpaid-on December 31st., may be struck from the Membership List.

5. ANNUAL GENERAL MEETING

The Annual General Meeting shall be held in September for the following purposes:-

- (a) To receive the report from each Officer of the Committee.
- (b) To receive and approve the balance sheet which shall have been duly audited prior to the meeting.
- (c) To deal with any business requiring endorsement or the assent of a General Meeting.
- (d) To elect the requisite number of Officers and Committee Members by vote or ballot.
- (e) To resolve any resolution placed on the agenda provided not less than twenty-one days prior notice has been given to the Secretary.

6. EXECUTIVE COMMITTEE VACANCIES

All Executive Committee vacancies shall be filled at the Annual General Meeting excepting that the Committee shall have the powers to fill a casual vacancy by co-opting a Member to serve for an unexpired part of the year.

At least three meetings of the Committee shall take place each year.

7. OFFICERS and COMMITTEE MEMBERS

All Officers and Members of the Committee automatically stand down at the Annual General Meeting. Any Officer or Member may offer himself for re-election subject to the following provisos:-

7.1 The PRESIDENT shall not be eligible for re-election after the **fourth** consecutive year of office. The title is an honour and his successor should be chosen from members who have actively supported the Association over

many years. The President will be a non-executive member of the Committee and as such has no voting rights.

7.2 The CHAIRMAN shall not be eligible for re-election after the third consecutive year of office.

7.3 Requests for nomination for election of Officers to the Committee, other than those already serving, must be sent out to members by July 31st. and be returned to reach the Secretary at least 28 days before the Annual General Meeting.

Up to five Ordinary Members should be nominated and elected from the floor at the Annual General Meeting.

8. The honour of VICE-PRESIDENT shall be conferred on long term members who have actively supported and contributed significantly to the overall success of the Association. In this respect they shall be regarded as members with a special relationship.

8.1 Nomination for approval by the Annual General Meeting must be received by the Secretary at least 28 days before the A.G.M.

8.2 Vice-Presidents are entitled to attend Committee Meetings but without the power to vote unless they are also Committee Members.

9. HONOURS

The honour of LIFE-MEMBERSHIP shall be conferred on persons who have rendered outstanding services to the Association.

9.1 Life Members are entitled to attend monthly meetings, Association activities and the Annual General Meeting. Life Members have the power to vote, but shall not be required to pay the Annual Subscription.

9.2 Nominations for approval by the Annual General Meeting must be received by the Secretary at least 28 days before the A. G.M.

10. FINANCE.

10.1 The financial year shall be from September 1st to August 31st. Proper books of accounts shall be kept and subject to independent audit as required. An 'Independent Examiner' (Auditor) shall be appointed, not necessarily a

member of the Association.

10.2 A banking account opened in the name of the Association shall be operated in the name of the Treasurer and one of three authorised Committee Officers or Committee Members.

10.3 Money may be placed in an investment and or a Deposit accounts subject to Committee approval.

11. EXTRAORDINARY GENERAL MEETING.

An Extraordinary General Meeting shall be called at any time by the Chairman if he deems it advisable, or by the Secretary if twelve members send a signed requisition stating the subject to be discussed. Members must be given at least twenty-eight days notice.

12. ALTERATIONS TO THE CONSTITUTION.

The Rules of the Association cannot be altered except at an Annual General Meeting or an Extraordinary General Meeting.

Alterations to the Constitution must receive the assent of two-thirds of the members present at the Annual General Meeting or the Extraordinary General Meeting.

A resolution for the alteration of the Constitution must be received by the Secretary of the Association at least six weeks before the meeting at which the resolution is to be brought forward.

At least 28 days notice of such a meeting must be given alteration proposed.

Changes may be made provided, always, that no amendment shall be made to Rules 2, 12, or 14 without the written approval of the Charity Commission.

13. PROPERTY

The property of the Association shall be vested in the Executive Committee.

14. DISSOLUTION.

The Association may be dissolved by a resolution passed by 75% of members present and voting at an Extraordinary General Meeting convened under Rule 12. Such Resolution shall give instructions for the disposal of any assets held by or in the name of the High Wycombe & District Beekeepers' Association provided that if any property remains after satisfaction of all debts and liabilities, such property shall not be paid to or distributed among members of

the Association, but shall be given or transferred to such other charitable institution or institution having Objects similar to those stated in Rule 2. If, and insofar as, effect cannot be given to this provision, then any remaining property shall be transferred to some other charitable purpose.

Adopted 26.9.86.

Revised 27.5.88.

Made a charity 14.7.88

Adopted by members 30.9.88.

Revised 9.7.97. 29.8.97. 25.9.97.

Adopted A.G.M. 26.9.97 - subject to Charity Commission Approval.

Revised 26.1.2007. 3.2 Trustees identified better. 10.1 Financial year adjusted.

Adopted E.G.M. 26.1.2007 - subject to Charity Commission Approval.

Revised 26.9.2008. 7.1 term adjusted to 4 years max from 2.

Adopted A.G.M. 26.9.2008 - subject to Charity Commission Approval.