

ALDERMASTON AND WASING PRODUCE SHOW

Established in 1943

CONSTITUTION

- 1- The Aldermaston and Wasing Produce Show is affiliated with the Royal Horticultural Society, numbered 10563842 and its aim is to continue with the long-standing tradition of an annual show; promoting horticultural, artistic, culinary, craft and rural skills; and providing entertainment to the public.
- 2- Show Schedules must comply with the RHS Horticultural Show Handbook where appropriate
- 3- The Aldermaston and Wasing Produce Show is managed by a Committee
 - a. The Committee is elected by majority vote at the Annual General Meeting.
 - b. Committee Membership of the Society is open to anyone interested in joining; additional Committee Members can be co-opted by majority vote of the committee at any meeting during the year.
 - c. Committee meetings will be held as required giving a minimum of two weeks' notice except in special circumstances. A minimum of 50% of Committee Members are required to be present to be a quorum and for any decisions to be made. An agenda will be distributed in advance and Committee Members must notify the Chairman or Secretary of any other issues they wish to raise at least 24 hrs before the meeting.
 - d. Committee Members can also be removed from the Committee by such majority vote.
 - e. Absentee voting where appropriate is valid through the good offices of a neutral third party.
 - f. The Committee may appoint sub-committees (minimum 2 persons) as required for specific tasks.
 - g. Minutes of every Committee meeting shall be circulated within a maximum of 10 days and ratified at the next meeting. Once approved, the decisions as detailed in the minutes shall be binding.
- 4- OFFICERS are elected as follows, with no limit to their term of office:
 - a. President and Vice President, elected every 2 years at the AGM;
 - b. Chairman and Vice Chairman, elected annually at the first meeting after the AGM;
 - c. Secretary and Treasurer elected annually at the AGM.
 - d. No one person can hold more than one of the above offices simultaneously.

- 5- The Committee may also appoint distinguished individuals as Life Members.
- 6- All decisions are to be made by a simple majority vote, normally by a show of hands; all Committee Members except the President and Life Members have a vote and the Chairman has an additional, casting vote in case of a tie.
- 7- The Society's financial year ends on 31st October and the accounts must be audited by an independent person not on the committee.
- 8- An Annual General Meeting shall be held in January or thereabouts of each year which the public are entitled to attend and at which the financial statements must be presented and approved. The President or in his/her absence the Chairman or Vice-Chairman shall chair the AGM.
- 9- The choice as to which main charity or charities the Society will support in the coming year shall be made by a majority vote at the AGM. Other charities as voted by the committee may be supported during the year but all such decisions must be endorsed at the following AGM.
- 10- The Committee can convene an Extraordinary General Meeting at any time and must do so within 28 days of receiving a written request from at least 3 Committee Members. Notice must be sent to all Committee Members not less than 14 days before such a meeting, stating the date, time, venue and purpose and only the business specified in that notice may be transacted at that meeting. A public notice must also be published inviting members of the public to attend. The President or in his absence the Chairman or Vice-Chairman shall chair any such EGM.
- 11- The Society's funds shall all be passed to the Treasurer and accounted for by him. All cheques must be signed by any two of the following: Chairman, Secretary, Treasurer.
- 12- The auditor shall be agreed at an ordinary meeting during the year.
- 13- Winding up the Society can only be decided upon at an Annual or Extraordinary General Meeting and then only by a majority vote of which at least two thirds of the current Committee Members vote. The Committee shall then appoint between 3 and 7 members to oversee the disposal of the Society's assets.

Revised and Agreed at the Annual General Meeting on 9th January 2019