

Constitution for The Friends of The Lilacs Inn, Isham NN14 1HD

1. Name

The name of the group shall be “The Friends of The Lilacs Inn Association” (The Friends)

2. Aims

The aims of The Friends will be:

1. to maintain the premises as a public house for the local community
2. to support and encourage the tenant
3. applying to have The Lilacs registered as an asset of community value
4. [open a bank account with the intention of building a fund to put towards the development of the Aims](#)

3. Membership

Membership is open to anyone who:

1. is aged between 18 and above; and
2. lives in Isham or near by surrounding area or is a regular patron: and
3. supports the aims of the [Group Friends](#)

Membership will begin as soon as three members of the committee so agree a list of members will be kept by the recruitment officer.

Ceasing to be a member

Members may resign at any time in writing to the secretary.

Any offensive behaviour, including racist, sexist or inflammatory remarks, will not be permitted. Anyone behaving in an offensive way or breaking the equal opportunities policy [or acting to the detriment of the Friends](#) may be asked not to attend further meetings or to resign from the group if an apology is not given or the behaviour repeated. The individual concerned shall have the right to be heard by the management committee, accompanied by a friend, before a final decision is made.

4. Equal Opportunities [Policy](#)

The **Group Friends** will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political belief, marital status or age. **Membership procedure will apply to any member failing to comply.**

5. Officers & committee

The business of the **Group Friends** will be carried out by a Committee elected at the Annual General Meeting. The Committee will meet as necessary and not less than three times a year.

The members of the Committee may act in any lawful way on behalf of the Friends in order to promote its aims. This includes operating a bank account and expending money.

The inaugural committee will consist of the founding members.

The Committee will consist of 6 members, and be composed of 4 officers and 2 committee members. Up to 2 additional members may be co-opted onto the committee at the discretion of the committee.

The officers' roles are as follows

1. Chair, who shall chair both general and committee meetings
2. Secretary, who shall be responsible for the taking of minutes and the distribution of all papers.
3. Recruitment Officer, who shall in conjunction with the secretary, be responsible for keeping records of members
4. CAMRA liaison officer, who will be responsible for our links with CAMRA

In the event of an officer standing down during the year a replacement will be elected by the next General meeting of members.

Any committee member not attending a meeting without apology for six months will be contacted by the committee and asked if they wish to resign.

The Committee meetings will be open to any member of the **Group Friends** wishing to attend, who may speak but not vote.

6. Meetings

6.1 Annual General Meetings

The Annual General Meeting (AGM) will be held within 15 months of the previous AGM.

The first AGM will be held no later than 12th January 2018, being 12 months after the inaugural meeting.

All members will be notified in writing at least 3 weeks before the date of the meeting, giving the venue, date and time.

Nominations for the committee may be made to the Secretary before the meeting, or at the meeting.

The quorum for the AGM will be 10% of the membership **or 10 members whichever is the greater number.**

At the AGM: -

1. The Committee will present a report of the work of the **Group Friends** over the year
2. The officers and Committee for the next year will be elected. **Decided by a show of hands and a simple majority.**
3. Any proposals given to the Secretary at least 7 days in advance of the meeting will be discussed.

6.2 Special general Meetings

The Secretary will call a Special General Meeting at the request of the majority of the committee or at least twenty other members giving a written request to the Chair or Secretary stating the reason for their request.

The meeting will take place within twenty-one days of the request.

All members will be given two weeks notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.

The quorum for the Special General Meeting will be **30% 10%** of the membership **or 30 members, whichever is the greater number.**

6.3 General Meetings

General Meetings are open to all members and will be held at least once every 3 months or more often if necessary.

All members will be given two weeks notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.

The quorum for the Special General Meeting will be **30% 10%** of the membership **or 30 members, whichever is the greater number**

6.4 Committee Meetings

Committee meetings may be called by the Chair or Secretary. Committee members must receive notice of meetings at least 7 days before the meeting.

The quorum for Committee meetings is three Committee members.

7. Rules of Procedure for meetings

All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to.

If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote.

8. Finances

As there is no subscription proposed there will be no need for any financial regulations.

The Committee will oversee the finances of the group, and may approve expenditure.

Annual accounts will be drawn up and approved by the members.

9. Amendments to the Constitution

Amendments to the constitution may only be made proposed and approved at the Annual General Meeting or a Special General Meeting.

Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of the meeting.

Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

10. Dissolution

If a meeting, by a simple majority, decides that it is necessary to close down the group it may call a Special General Meeting to do so. The sole business of this meeting will be to dissolve the group.

This constitution was agreed at the Inaugural General Meeting of the Group on: -

Date...../...../.....

Name and position in **Group Friends**

Signed

Name and position in **Group Friends**

Signed