

# Southampton and District Beekeepers Association Constitution

## **1. Name**

1.1 The name of the association shall be Southampton and District Beekeepers Association.

1.2 The recognised abbreviation shall be S&DBKA

## **2. Object**

2.1 To promote and further the craft of beekeeping.

2.2 To educate the public in the importance of bees in the community.

## **3. Affiliation**

3.1 S&DBKA shall be affiliated to Hampshire Beekeepers Association (HBA) which is affiliated to the British Beekeepers Association (BBKA) and as such their rules shall be applicable to S&DBKA members.

## **4. Membership**

Membership of the Association shall, subject to provisions herein, be open to the following.

### **4.1 Registered Members**

Individuals who are interested in furthering the object of the association who have paid a membership fee and in respect of whom a capitation is subsequently paid to HBA and for whom a contact name and address has been supplied to BBKA for inclusion as an appropriate member of BBKA.

### **4.2 Partner Members**

Adult beekeeping individuals living at the same address as the registered member who are interested in furthering the object of the association, who have paid a membership fee and in respect of whom a capitation is subsequently paid to HBA and for whom a contact name and address has been supplied to BBKA for inclusion as an appropriate member of BBKA.

### **4.3 Country Members**

Adult individuals, not keeping bees who are interested in furthering the object of the association, who have paid a membership fee and in respect of whom a capitation is subsequently paid to HBA and for whom a contact name and address has been supplied to BBKA for inclusion as an appropriate member of BBKA.

### **4.4 Junior Members**

Individuals 18 years of age or under at the end of the associations financial year, who keep not more than two hives under the guidance of a registered or partner member, who have paid a membership fee and in respect of whom a capitation is subsequently paid to HBA and for whom a contact name and address has been supplied to BBKA for inclusion as an appropriate member of BBKA.

#### **4.5 Honorary Members**

Any person upon whom the Association shall desire to confer membership without any membership subscription being levied, however if such person keeps bees they will be required to pay capitation and BDI unless that capitation and BDI is paid via another association.

#### **5. Friends of the Association**

**5.1** A Friend of the association on payment of an annual fee that does not include capitation or BDI, shall be entitled to attend and participate in all meetings of the association but shall not be eligible to vote.

**5.2** The classes of Friend shall be

**i. Friend**

Individuals not keeping bees unless insured for BDI via another association or BDI scheme B.

**ii. Member's Friend**

Individuals living at the same address as a registered member and not keeping bees unless insured for BDI via another association or BDI scheme B.

#### **6. Termination of Membership**

**6.1** Any S&DBKA member may terminate their membership by giving written notice to the Honorary Secretary.

**6.2** Members whose membership fees are thirty days in arrears (BDI cover will only be effective until 31<sup>st</sup> December.)

**6.2(i)** Membership will be reinstated if full payment is paid by return on request.

**6.3** The committee is at liberty to refuse membership renewal providing it does not exercise such powers before:

**i.** the member is given at least 21 days notice of the date of the committee meeting, at which it is proposed to discuss membership termination, and the grounds for such a proposal.

**ii.** the member is allowed to present their case in person, in writing, e-mail, or by sending a representative to that committee meeting.

**iii.** A two-thirds majority of the committee members are present and voting in favour of the termination.

#### **7. Subscriptions**

**7.1** The annual subscription shall be ratified at AGM for the ensuing year which currently is 1<sup>st</sup> October to 30<sup>th</sup> September.

**7.2** All subscriptions are to be paid by 1st October, at the start of the association year.

**7.3** Each member keeping bees must be insured through the Bee Diseases Insurance Scheme (BDI). New membership subscriptions paid on or after July 1<sup>st</sup> shall also cover the next year following, however this excludes BDI and Capitation, both falling due on 1<sup>st</sup> March of the following year.

## **8. Executive Committee**

**8.1** The management of the association shall be vested in an executive committee comprising the Chairman, Vice Chairman, Secretary, and Treasurer, such other officers as may be appointed for the efficient organisation of the association and as many ordinary members as the AGM shall decide, with a minimum of five.

**8.2** The committee has the authority to appoint delegates to any other Corporate Member Association

**8.3** The Chairman shall hold office for three years all other elected officers of the Executive Committee shall hold office for one year, and all shall be eligible for re-election.

## **9. Meetings**

**9.1** The quorum of a committee meeting is 50% plus one members and must include two of the following, Chairperson, Vice-Chairperson, Secretary or Treasurer.

**9.1(i)** The quorum for an AGM shall consist of one fifth or more of the total S&DBKA members.

**9.1(ii)** The quorum for a Special General Meeting is one fourth or more of the total S&DBKA members.

**9.2** Committee meetings will generally be held at monthly intervals this decision being dependant on association activity.

**9.3** Business at the meeting is that appearing on the agenda which shall accompany the notice of date time and place of the meeting which should be distributed to committee members one week in advance.

**9.5** Items listed for the agenda of committee meetings must be with the secretary on a date that has been agreed at the preceding meeting.

**9.5(i)** Proposals for inclusion at the Annual General Meeting must be with the Secretary 21 days prior to the date of the AGM.

**9.6** Proposals to alter the Constitution may be made by the committee or by written letter signed by ten or more signatories of S&DBKA and delivered to the Secretary 21 days prior to the date of AGM.

**9.7** The Annual General Meeting shall be held once in every calendar year but not less than 28 days and not more than 60 days after the association year end, in order that Officer's reports can be prepared.

**9.8** Business of the Annual General Meeting shall be to consider the various reports and accounts of the previous year's work, and to be followed by the election of Officers for the ensuing year.

**9.9** All members of S&DBKA shall be eligible to attend, speak, and vote at an Annual General Meeting with the exception of friends who cannot vote.

**9.10** A Special General committee meeting may be called in an emergency by the committee secretary or by written letter signed by ten or more signatories of S&DBKA and delivered to the Secretary.

That meeting shall be conducted solely to discuss the matter in hand.

The notice and agenda of the meeting shall be sent to all categories of members so as to be in their hands not less than one week before the day of the meeting.

## **10. Trade**

No trade or other activity shall be carried on by or on behalf of SDBKA except in such a way that any profit will be entitled, by virtue of sections 448 as amended or 452 of the Income Tax Act 1952, to exemption from income tax under schedule D or subsequent relevant act.

## **11 Winding up**

**11.1** A proposal for the winding up shall be considered at an AGM or SGM and to be effective must be carried by a majority of two thirds of those present at the meeting.

**11.2** If upon dissolution of S&DBKA there remains after settlement of debt and liabilities any property whatsoever the said shall be transferred or given to some institution or institutions having objects similar to S&DBKA.

## **12 Trustees**

**12.1** if required shall only be appointed at an Annual General Meeting.

This document was approved at the AGM held on 8 November 2008 and came into force on that date.