

# CONSTITUTION

## SIZEWELL PARISHES LIAISON GROUP

### CONSTITUTION

Adopt on the 27<sup>th</sup> April 2009  
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## PART I

### 1) Adoption of the Constitution

The Group and its property will be administered and managed in accordance with the provisions in Parts 1 and 2 of this constitution.

### 2) The Name

The association's name is SIZEWELL PARISHES LIAISON GROUP  
(and in this document is called the Group)

### 3) The Aims & Objects

The Group's aims & objects

AIMS: To act as a coordinating Group-to encourage investment by EDF and government in the local infrastructure.

OBJECTIVES: Infrastructure concerns to include-Transport (Road, Rail & Sea); Education & Training; Health Services; Housing needs; Security; Conservation; Preservation of rural identity and Leisure & Social Welfare.

#### **Applications of the Income and Property**

- 1) The income and property of the Group shall be applied solely towards the promotion of the Aims & Objects.
- 2) A Member may pay out of, or be reimbursed from, the property of the Group reasonable expenses property incurred by him or her when acting on behalf of the Association and with its approval.
- 3) No Member may be paid or receive any other benefit for being a member.
- 4) A Member must absent himself or herself from any discussions of the membership in which it is possible that a conflict of interest may arise and take no part in voting upon the matter.

### 4) Dissolution

- 1) If the Members resolve to dissolve the Group the Members will be responsible for winding up the affairs of the Group.
- 2) The Members must return any assets equally to each participating Council of the Group.
- 3) In no circumstances shall the net assets of the Group be paid to or distributed among individual members of the Group.

### 5) Amendments

- 1) The Group may amend any provision contained in Part 1 of this constitute, except the Aims & Objects. A resolution to amend Part 1 of the Constitution must be passed by

not less than two thirds of the members present and voting at a general meeting.

- 2) **Part 2 of the Constitution may be amended by resolution by a simple majority at a general meeting.**

## **Part 2**

### **6) Membership**

- 1) Membership is open to representatives of Parish & Town Councils in the locality of Sizewell.
- 2) District & County representatives are ex officio to provide advice.
- 3) The Group must keep a register of names and addresses of members, which must be made available to any member on request.

### **7) General meetings**

- 1) An annual general meeting must be held .
- 2) The Members may call a general meeting at any time.
- 3) A general meeting can be called if requested in writing by at least one tenth of the membership. The request must state the nature of the meeting. If the Members fail to hold the meeting within twenty-eight days of the request, the Members may proceed to call a special general meeting but must comply with the provisions of this constitution.

### **8) Notice**

- 1) The minimum period of notice required to hold any general meeting of the Group is fourteen clear days from the date on which the notice is deemed to have been given.
- 2) The notice must specify the date, time and place of the meeting and the agenda of the business to be transacted. If the meeting is an annual general meeting, the notice must say so.
- 3) The notice must be given to all Members of the Group.

### **9) Quorum**

- 1) No business shall be transacted at a general meeting unless a quorum of at least five Members is present.
- 2) **If a quorum is not present the meeting must be re-convened, giving at least seven days notice, stating date, time and place of the meeting.**
- 3) If no quorum is present at the re-convened meeting, the members present at that time shall constitute the quorum for that meeting.

### **10) Chair**

- 1) General meetings shall be chaired by the person who has been elected as Chair.
- 2) If such a person is not present a Member nominated by the meeting will Chair the proceedings.

### **11) Adjournments**

- 1) The members present at a meeting may resolve that the meeting shall be adjourned.
- 2) The Chair must decide the date, time and place at which the meeting is to be re convened.

### **12) Votes**

- 1) One Member representative of each Parish & Town Council will have one vote. Their mandate to vote on proposals brought to the Group and feedback results to their own Council. If there is an equality of the votes the Chair will have a casting vote in addition to any other vote he/she may have.

### **14) Officers**

- 1) The Group and its property shall be managed and administered by a steering

committee comprising the Officers and members elected in accordance with the constitution.

- 2) The Group shall have the following Officers drawn from the member parishes:
  - A chair
  - A secretary (paid)
  - A treasurer
  - At least two members.

### **15) The Appointment of Officers**

- 1) The Group in an Annual General Meeting will elect the officers.
- 2) Each Officer shall retire with effect from the conclusion of the annual general meeting after his or her appointment but shall be eligible for re-election at that annual general meeting.

### **16) Rules**

- 1) The Members may from time to time make rules or bye-laws for the conduct of their business.
- 2) The bye-laws may regulate the following matters but are not restricted to them:
  - a) The admission of Member Councils to the Group and the rights and privileges of such Members, and any subscription due by that Council.
  - b) The conduct of members of the Group in relation to one another, and to the Group's employees and volunteers.
  - c) The procedure at meetings.
  - d) The keeping and authenticating of records.
- 3) The Group in general meeting has the power to alter add to or repeal the rules or bye-laws.
- 4) The rules or bye-laws shall be binding on all members of the Group. No rule or bye-law shall be inconsistent with, or shall affect or repeal anything contained in, this constitution.

### **Signatures**