

PIG CONSTITUTION

CONSTITUTION & RULES OF 'PARTY IN GRAYSHOTT'

Name

The organisation, formerly known as "Grayshott Millennium Party", set up in 1998 to provide for millennium celebrations in the Parish of Grayshott* will be known, from October 2000, as "Party in Grayshott" (PiG).

** In this constitution 'Parish of Grayshott' refers to the Ecclesiastical Parish of Grayshott, which includes those Grayshott village residences in Surrey.*

Objectives

PiG is a non-commercial, community-based group which exists to promote arts and entertainment for the whole community of Grayshott village and the immediate surrounding area.

Powers

PiG has the power to raise funds and to invite and receive contributions to achieve its objectives, provided that, in raising funds, PiG shall not undertake any substantial permanent trading activity and shall conform to any relevant statutory regulation.

PiG has the power to invite appropriate support, and at times may actively seek volunteer help, from the local community, in the running of some of the community events it organises.

PiG has the power to retain sufficient funds to ensure the continued financial viability of events and purchase suitable assets to help achieve its objectives.

PiG has the power to distribute any funds it considers surplus, to local community projects and non-commercial organisations within the Parish of Grayshott and the immediate surrounding area.

Membership

The objectives will be determined solely by the PiG Committee.

The Committee will consist of a minimum of five people who reside within the bounds of the Parish of Grayshott.

The Chairman, Treasurer and Secretary must reside within the bounds of the Parish of Grayshott.

The Chairman may not additionally hold the office of Treasurer.

The roles of Treasurer and Secretary may be undertaken by a single committee member.

The Chairman, Treasurer and Secretary will be elected annually, at the first committee meeting of the New Year, by a two-thirds majority decision of the current PiG committee. Previous incumbents of the roles will be eligible to stand for re-election.

Additional PiG Committee members, above the minimum five, may be elected by unanimous vote of all current committee members who are able to vote at the time. These additional committee members may reside outside the Parish of Grayshott.

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A member of the committee may be removed at any time, provided two-thirds of the current committee, who are able to vote at the time, vote in favour of such a removal.

The committee will meet on a regular basis and will require at least five members, one of whom must be the Chairman, the Treasurer or the Secretary, to form a quorum.

Voting on proposals related to the objectives requires a simple majority to be accepted at formal meetings.

Voting on surplus funds distribution will be conducted at formal meetings only, and requires a two-thirds majority of all current committee members who are able to vote at the time.

Where practical, to allow decisions to be made in-between formal meetings, proposals may be agreed via electronic voting and requires a two-thirds majority of current committee members who are able to vote at the time. Electronic voting, in this context, refers to email correspondence between committee members. Voting, related to the committee composition, may not be undertaken electronically and must be conducted at committee meetings, the results being recorded in the minutes of that meeting.

Accounting

The accounting period will be from 1st January to 31st December of each year.

Any bank account, in which any part of the organisation's funds is deposited, shall be operated by the committee, and shall be held in the name of the organisation. All cheques and orders for the payment of money from such an account shall be signed by at least two committee members.

The Treasurer will keep suitable records of all monetary transactions relating to the activities of the organisation, and will present to each formal committee meeting a summary of the current financial status of the organisation.

The accounts will be available for inspection by any resident of the Parish of Grayshott, on written request to the Treasurer.

The Treasurer will prepare a financial statement for each of the events organised by PiG.

An annual financial statement, of the previous year's activities, will be published on grayshott.com at the earliest opportunity the following year and in any case by 1st April.

Constitution

Suggested changes to this constitution are to be presented at a formal committee meeting, and will be deemed accepted if two-thirds of the current committee members, who are able to vote at the time, vote in their favour. Acceptance of changes to the constitution will be recorded in the minutes of the meeting.

The agreed revised constitution will be printed and signed by the current Chairman and Secretary of the committee. The Secretary will retain the original signed copy.

Dissolution

In the event that PiG be wound up, all remaining funds, after liabilities have been met, and assets, will be distributed to local community projects and to non-commercial organisations, within the Parish of Grayshott, that are for the benefit of the community of Grayshott.

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Acceptance

This revised constitution was agreed and adopted by the PiG Committee as its governing document on Thursday 26th March 2009 and will remain in effect until such time as a revised version might be approved by the Committee.

PiG Chairman, Gillian Chard: -

PiG Secretary, David Phillips: -