

Reading Food Growing Network

CONSTITUTION OF: Reading Food Growing Network

ADOPTED ON: 5th April 2014

1 Name

The name of the Network shall be the “**Reading Food Growing Network**”

2 Aims

The aims of the Network shall be to:

In the Greater Reading area: connect local food growers, promote sustainable food production, facilitate resource and idea sharing and celebrate local food at community events.

3 Powers

In order to achieve its aims the Network may:

- a. Raise money
- b. Open bank accounts
- c. Take out insurance
- d. Employ staff
- e. Acquire and manage buildings
- f. Organise courses and events
- g. Work with other groups and exchange information
- h. Do anything that is lawful which will help it to fulfil its aims

4 Membership

(a) Membership of the Network shall be open to any person over 16 or any organisation living or located in the Greater Reading area who is interested in helping the Network to achieve its aims, willing to abide by the rules of the Network and willing to pay any subscription agreed at a General Meeting of the members.

(b) Membership shall be available to anyone without regard to gender, race, nationality, disability, sexual preference, religion or belief.

(c) Every individual member and each organisation shall have one vote at General Meetings. A vote may only be cast on behalf of an organisation in a way that has been specifically mandated by the organisations governing body.

(d) The membership of any member may be terminated for good reason by the Management Committee but the member has a right of appeal, to the membership, at a general meeting.

(e) Each member organisation shall appoint a representative who may attend meetings of the Network and notify the Network’s Secretary of that person’s name.

5 Management

- (a) The Network shall be administered by a Management Committee of the Officers and not more than five other members elected at the Network's Annual General Meeting (AGM).
- (b) The Officers of the Management Committee shall be: the Chairperson, the Treasurer and the Secretary. The Management Committee may establish sub groups of ordinary members or Management Committee members or both, to deal with specific areas of activity and to operate in accordance with the parameters set by the management committee.
- (c) The Management Committee shall meet at least four times a year.
- (d) The Chairperson shall Chair all meetings of the Network.
- (e) The quorum for Management Committee meetings shall be three members.
- (f) Voting at Management Committee meetings shall be by show of hands. If there is a tied vote then the Chairperson shall have a second vote.
- (g) The Management Committee may by a two-thirds majority vote and for a good and proper reason remove any Committee member, provided that person has the right to be heard before a final decision is made and a right of appeal to the membership at an General Meeting.
- (h) The Management Committee may appoint another member of the Network as a Committee member to fill a vacancy provided the maximum number is not exceeded.

6 Duties of the Officers

- (a) The duties of the Chairperson are to:
 - chair meetings of the Committee and the Network
 - represent the Network at functions/meetings that the Network has been invited to
 - act as spokesperson for the Network when necessary
- (b) The duties of the Secretary are to:
 - take and keep minutes of meetings
 - prepare the agenda for meetings of the Committee and the Network in consultation with the Chairperson
 - maintain the membership list
 - deal with correspondence
 - collect and circulate any relevant information within the Network
- (c) The duties of the Treasurer are to:
 - supervise the financial affairs of the Network
 - keep proper accounts that show all monies collected and paid out by the Network

7 Finance

- (a) Any money obtained by the Network shall be used only for the Network.
- (b) Any bank accounts opened for the Network shall be in the name of the Network.
- (c) Any cheques issued shall be signed by two nominated officials.
- (d) No member of the network, not officially employed by the network, will be paid for their activity or financially benefit from their involvement with the Network in any way. They may be reimbursed for all reasonable expenses subject to funds being available.

8 Annual General Meeting

- (a) The Network shall hold an Annual General Meeting (A.G.M.) in the month of February
- (b) All members shall be given at least fourteen days' notice of the A.G.M. and shall be entitled to attend and vote. The quorum for an AGM shall be 10% of members.
- (c) The business of the A.G.M. shall include:
 - (i) receiving a report from the Chairperson on the Network's activities over the year
 - (ii) receiving a report from the Treasurer on the finances of the Network
 - (iii) electing a new Management Committee and
 - (iv) considering any other matter as may be decided.

9 Additional General Meeting

An Additional General Meeting may be called by the Management Committee or by any 10% of members. The Secretary shall give all members fourteen days' notice of any Additional General Meeting together with notice of the business to be discussed. All members shall be entitled to attend and vote.

10 Alterations to the Constitution

Any changes to this Constitution must be agreed by at least two-thirds of those members present and voting at any General Meeting.

11 Dissolution

The Network may be wound up at any time if agreed by two-thirds of those members present and voting at any General Meeting. In the event of winding up, any assets remaining after all debts have been paid shall be given to another Network with similar aims.

This constitution was adopted at a general meeting of the Network on 5th April 2014.

Signed by:

Chairperson:

Secretary:

Treasurer:

Other Committee members: