

Constitution of Marnhull Men's Shed

1.0 NAME

- 1.1 The name of the Men's Shed is Marnhull Men's Shed, an unincorporated organisation, herein referred to as 'the Shed'.

2.0 AIMS AND PURPOSES

- 2.1 The aims and purposes of the Shed are:

- (a) To provide a venue for people to talk and connect with others while participating in group or individual projects.
- (b) To provide opportunities for friendship and socialising in a safe environment while at the same time providing the space, expertise and facilities for the pursuit of hobbies, crafts, skills and other creative activities.
- (c) To undertake projects which are of benefit to individuals, other groups and the broader community.

3.0 POWERS

- 3.1 The Shed has power to do anything which is lawful and considered to further its aims and purposes or is conducive to doing so. In particular, the Shed has power to:

- (a) Raise, collect and obtain funds, receive grants and donations;
- (b) Use funds to carry out the work of the Shed;
- (c) Acquire the use of premises for Shed purposes;
- (d) Cooperate with local authorities, other organisations, charities and community residents of Marnhull and surrounding area in a common effort to achieve the aims and purposes of the Shed and exchange knowledge and information.

4.0 MEMBERSHIP

- 4.1 Those over 18 years of age who would benefit from the Shed may apply to join as Members irrespective of religion, political views, nationality, gender, disability or race.
- 4.2 Membership lasts for one year and must be renewed annually at the price set by the Management Committee for that year.
- 4.3 The Management Committee reserves the right to reject or terminate any membership, giving full written reason, should they unanimously agree it is in the best interests of the Shed. The member has the right to have their opinion heard before any decision and should have a witness, chosen by them, present.

- 4.4 Members must read and agree to the terms of this constitution on joining and must read and sign the Shed's Code of Conduct and any other documents and policies deemed necessary by the Management Committee.
- 4.7 Members are entitled to vote at General Meetings.
- 4.8 The Management Committee will adhere to the Data Protection Act 1988 when keeping records of Members.

5.0 MANAGEMENT COMMITTEE

- 5.1 The Management Committee shall meet not less than three times per annum and shall consist of not less than three members, and not more than ten, at any one time. At their first meeting after the AGM they will elect a Chairperson, Treasurer and Secretary – the Officers.
- 5.2 Decisions at Management Committee meetings must be voted on and only matters with a majority vote will be considered approved. A minimum of three Committee members must be present at a meeting, at least one of which being an Officer, and minutes of the meeting shall be kept.
- 5.3 Members of the Management Committee must be elected at Annual General Meetings and must be current Members of the Shed.
- 5.4 The Management Committee may appoint additional members to the Committee by a majority vote, whilst not exceeding a maximum of ten members in total. Appointed members have the right to vote in Committee meetings and must stand down at the next AGM.
- 5.5 Nominations from Members of the Shed to appoint a member to the Management Committee must be in writing and given to the Secretary no later than seven days prior to an AGM. Should the number of nominations be less than the number of vacancies then verbal nominations shall be accepted at the AGM and elected at the discretion of the voting members.
- 5.6 If members of the Management Committee have a personal conflict of interest they must declare it and leave the meeting while the matter is discussed or decided.
- 5.7 Any member of the Management Committee that fails to attend three consecutive Committee meetings without reasonable excuse shall lose their place on the Management Committee. Any position resulting from failure to attend may be filled by Management Committee appointment in accordance with Item (5.4).
- 5.8 The office of Chairperson shall not be held by any one person for more than three consecutive years. The offices of Treasurer and Secretary shall not be held by any one person for more than five consecutive years.

6.0 FUNCTION OF THE COMMITTEE

- 6.1 The Committee shall make such decisions and regulations as its members consider appropriate for the efficient conduct of the Shed.

6.2 The Committee may appoint sub-committees, advisory groups or working parties of its own members and other persons as it may from time to time decide necessary for the carrying out of its work and may determine their terms of reference, duration and composition. All such sub-committees shall make reports on their work to the Committee according to their terms of reference.

7.0 CHAIRING MEETINGS

7.1 All meetings of the Committee or of any of its sub-committees shall be presided over by its Chairperson. If the Chairperson is not present, those present may elect one of their number to take the Chair. The Chairperson of any meeting shall have a second or casting vote in the event of a tied ballot.

8.0 GENERAL MEETINGS

8.1 An Annual General Meeting shall be held every year, with 21 days notice given to all members by electronic mail and on the Shed notice board, notifying them of the date, venue and agenda.

8.2 Minutes must be kept of each AGM, made available in draft form to all members within four weeks of the meeting and agreed at the following AGM.

8.3 Every Member has one vote. Members unable to attend a General Meeting may authorise another Member to vote by proxy provided that such authorisation is given in writing.

8.4 Extraordinary General Meetings may be called at any time felt reasonable by a majority of the Management Committee.

8.5 The quorum at General Meetings shall be a minimum of 20% of the Members.

9.0 FINANCE AND PROPERTY

9.1 Any money or property obtained by the Shed shall be used only for the benefit of the Shed and its members, and in the furtherance of its aims and purposes.

9.2 Any bank account opened for the Shed shall be in the name of the Shed.

9.3 Any cheques shall be signed by two members of the Management Committee who are authorised signatories of the account.

9.4 Members of the Management Committee shall not receive money from the Shed, except to reimburse reasonable out of pocket expenses.

9.5 A record of all monetary transactions shall be kept by the Treasurer and an overview presented at each Committee meeting. Annual accounts must be produced for the AGM and available to view by any member at any time once produced.

10.0 DISSOLUTION

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

11.0 SETTING UP THE GROUP

This constitution was adopted on the 28th February 2018 by the people whose signatures appear below. They are the first members of the Shed and will be the Committee Members until the AGM, which must be held within one year of this date.

Signed

Print name and address

_____	John Brookfield
_____	Clive Gibbs
_____	Stephen Holdship
_____	Alan Lloyd
_____	Christopher Looker
_____	Alan Loukes
_____	Robert Tacon
_____	David Targett