

MONTGOMERYSHIRE BAT GROUP

CONSTITUTION

January 2013

1. Name

The society shall be known as "The Montgomeryshire Bat Group", hereinafter known as "the Group".

2. Objectives

The objectives of the Group shall be:

- a) The study of bats in Montgomeryshire.
- b) The promotion of the welfare, protection and conservation of bats.
- c) The protection of the Habitats, Roosts, Hibernacula and feeding places of Bats (hereinafter referred to collectively as "habitats".)
- d) The education of the public, and particularly of those responsible for the management of the habitats of bats, in relation to the needs of bats and the laws relating to bats.
- e) Co-operation with other organizations having interests similar to those of the group.

3. Committee

- a) The general day to day administration of the Group shall be in the hands of a Committee.
- b) The committee shall consist of Officers, including the Chairman, Secretary, Treasurer and Recorder. Other committee members may be designated at Annual or Special General Meetings as appropriate.
- c) No officer shall serve for more than three years consecutively in any one post, unless no other candidate is willing to stand.
- d) The Committee shall have the power to co-opt members to fill vacancies which arise between such meetings: such co-opted members shall be confirmed by election at the next Annual or Special General Meeting.
- e) An Officer shall vacate his or her post if they:
 - i) Cease to be a member of the Group.
 - ii) Notify the Secretary in writing of their resignation.
 - iii) Are removed by resolution properly brought at a General Meeting.
- f) All acts and proceedings of Group Officers shall be reported to the Group as soon as possible.

4. Membership

- a) Membership shall be open to any interested individual or group.
- b) Membership of the Group shall cease:
 - i) On resignation
 - ii) If a member has failed to pay the subscription by June of that year.
 - iii) On a majority resolution, properly brought at a General Meeting, to expel the member.
- c) Charity or public institution membership shall be allowed, and shall carry one vote at all meetings, and receive one copy of all mailings and one only of any other privileges or facilities which may be made available to members from time to time. The admission of each such body shall be at the discretion of the Committee, who shall have regard to the compatibility of the activities and aims of the candidate with those of the Group.

5. Subscription

- a) Subscriptions (for individuals and groups) shall be determined by the Committee from time to time as it considers appropriate.
- b) Subscriptions shall run from January of each year for one year, except that any member joining after 1st September shall be deemed to have paid for the whole of the following membership year.

6. Indemnity

No member shall be liable for any loss incurred by the group unless willfully caused by the member.

7. Meetings

- a) Only members shall be entitled to vote at group meetings, and each member shall have a single vote. In the event of a tied vote, the chairman of the meeting shall have the casting vote.
- b) If the group Chairman is not present at a meeting, a temporary chairman shall be selected by general vote from among the committee members present, or from among the members if no committee member is present.
- c) Annual General Meetings shall be held each year in December or as near as possible, at such date as shall be decided by the Committee, on notification in writing of all members at least 21 days in advance. The period between Annual General Meetings shall in any case be not more than 15 months.
- d) Special General Meetings may be called by a two-thirds majority of members at an Ordinary Meeting. The Secretary shall notify all members in writing, at least 14 days before a Special General Meeting. Such notification shall include all resolutions to be considered at the meeting. No other business shall be conducted at such a meeting.
- e) A quorum at an Annual General Meeting or Special General Meeting shall be 10% of the membership or at least 3 members, whichever is the greater number.

f) At Annual General Meetings and Special General Meetings, votes in absentia will be accepted if delivered in writing to any committee member before the meeting.

g) Ordinary Meetings shall be held at such times as shall be determined by the committee, and shall be open to all members.

h) The Group shall maintain minutes of every meeting and all significant proceedings and resolutions shall be recorded therein.

8. Finance

a) The Group shall raise income from subscriptions and/ or other means.

b) The financial year shall begin on 1st January.

c) It shall be the duty of the Treasurer:

i) To keep full records of all receipts and expenditure of the Group. These records shall be available for consultation at any reasonable time by any member.

ii) To prepare annual accounts for presentation at the Annual General Meeting, and to arrange for such accounts to be independently audited before such meeting. An auditor will be appointed by the committee.

iii) The Group shall open one or more bank accounts, the signatories of which shall be any two of the Group officers.

9. Application of income and property

a) The income and property of the Group shall be applied solely towards the promotion of the Objects.

b) An elected Group Officer may incur any reasonable expenditure on behalf of the Group up to a value of £25.00. Expenditure greater than this may be incurred with the written agreement of the Chairman or Secretary, plus the Treasurer. This figure may be adjusted at an Ordinary Meeting by a two-thirds majority of those members present at the meeting.

c) A Member may pay out of, or be reimbursed from, the property of the Group reasonable expenses properly incurred by him or her when acting on behalf of the Group, with the prior written permission of the Chairman or Secretary, plus the Treasurer.

10. Representation

a) No member of the Group shall enter into any correspondence or agreement using the name of the Group without the approval of a Group Officer or the majority of members at an Ordinary Meeting.

b) All site surveys and events carried out in the name of the Group shall have the prior agreement of the relevant landowner or their agent.

c) No group member shall disclose any confidential or sensitive data into the public domain without specific, prior approval of the Committee and the expressed consent of other concerned parties.

11. Commercial interests

The Group shall not be used as a vehicle for commercial advertising. Members shall not promote their private business interests through the medium of the Group.

12. Dissolution

The Group may be dissolved only by the unanimous decision of members of the Group at a Special General Meeting called for that purpose. In such an event, the assets of the Group shall be used to pay off any outstanding debts. Any remaining assets shall be donated to other charitable bodies with similar aims. The Group records shall not be sold in such circumstances but shall be donated to an appropriate organisation as shall be decided by the members.