



CONSTITUTION

1. Name

The Group shall be called the '**Colchester Sugarcraft Association**'.

2. Aims

The furtherance of sugarcraft skills by the mutual exchange of knowledge and assistance between members and the organisation of demonstrations, workshops, competitions *etc.*

3. Membership

Membership is open to any person interested in, or practising, sugarcraft who actively supports the Group's objectives. The Committee reserves the right to refuse admission to membership.

Membership is not transferable.

Members attending any of the group's activities do so at their own risk. The Group will not accept responsibility of any illness or injury caused from the use of sugarcraft materials or any equipment used at any of the group's activities.

4. Management

The Group shall be managed by a Committee consisting of an elected Chairman and a number of other elected committee members. Election shall take place at the annual AGM. The number of elected other committee members shall be not less than 10% of the total membership less one or 2, whichever is the larger number. However, this number may not exceed 7.

Secretarial, financial and group organisation duties shall be shared out between committee members at the first committee meeting after the AGM.

Committee meetings shall be held as required with a quorum of half the number of Committee members.

5. Subscriptions

Annual subscriptions and meeting fees shall be determined at the AGM held in April.

6. Finance

The financial year of the Group shall end on 31st March each year.

A bank account shall be held in the name of '**Colchester Sugarcraft**'.

Any cheques drawn against club funds should hold the signatures of any two of three named members appointed by the committee.

Any appointed Group member shall be reimbursed for materials and travelling expenses they incur while acting on the Group's behalf. Travelling expenses shall be set at a figure to be reviewed annually by the Committee. Other expenses shall be refunded upon proof of purchase. The Group shall pay for two tickets for table arrangers at exhibitions.

7. Annual General Meeting (AGM)

The Annual General Meeting shall be held in April of each year.

The AGM shall receive a report from the Committee and a statement of accounts. The presented accounts shall be for the period ending 31st March of that year and shall have had an independent scrutiny prior to presentation.

Nominations for the Committee shall be sent to the Chairman prior to the AGM.

Election of the Committee shall take place at the AGM.

All members have the right to vote.

8. Extraordinary General Meetings (EGMs)

EGMs of the Group may be called at the behest of the Committee or by written request to the Chairman, such request being signed by at least 10 members. Within 7 days of such request, notices shall be sent to all members giving at least 14 days' notice of said meeting.

9. Alteration of Constitution

Alterations of this constitution may only be made by the AGM or an EGM. Any proposed changes must be submitted to the Chairman at least 7 days before said meeting.

10. Termination of Membership

Membership is terminated if:

- a) the member dies or the Group ceases to exist;
- b) the membership fee is not paid at the required time;
- c) the member is removed from membership by the resolution of the Committee that it is in the best interest of the Group. The member shall be informed of this removal of membership by letter. The member shall have the right to appeal; this appeal shall be considered at the next Committee meeting but the judgement of the Committee is final.

11. Dissolution

The Group may only be dissolved after an AGM or EGM has resolved, by at least two-thirds of the members present, that dissolution should take place. Dissolution shall be put into effect by the last elected Committee who, after discharging all Group obligations, shall donate the remaining funds to a charity of the members' choice.

12. Affiliation

The Group shall be affiliated to the National Sugar Art Association for insurance purposes.

Any excess imposed by the insurers on any claim regarding product liability will be passed on to the individual members responsible. In 2011, this excess was £500.

13. Other Matters

Any other matter not explicitly covered by this Constitution shall be decided by the Committee.