

## SWANSEA & DISTRICT BEEKEEPERS' SOCIETY GWENYNWYR ABERTAWE A'R CYLCH

### Constitution

#### 1. Title

The Society shall be called: "The Swansea & District Beekeepers' Society" (hereinafter "the Society").

#### 2. Objectives

To provide advice, guidance, support, education and training in order to:

- To promote beekeeping and its environmental benefits;
- To encourage beginners to the craft;
- To promote the highest standards of welfare in keeping bees;
- To promote beekeeping to the general public;
- To educate the public on the importance of bees in the environment and their part in sustaining the food chain.

#### 3. Affiliations

The Society shall be affiliated to the Welsh Beekeepers' Association (WBKA) and to the Midland & South Western Counties Convention of Beekeepers (MSWCC).

#### 4. Membership

Membership of the Society shall be open to anyone who is a beekeeper, anyone who wishes to become a beekeeper, or anyone who supports the aims of the Society.

The Society shall comply with current legislation on diversity and equal opportunities.

The Secretary shall maintain an up-to-date list of members.

Types of membership:-

- Single membership.**
- Family / Joint membership** - two adults and any children under 18 years of age or under 21 and in full time education.
- Honorary membership** - must be recommended by the Committee and ratified at the subsequent Annual General Meeting for either a limited period or for life, in recognition of exceptional past services to the Society. The subscription is payable by the Society at the appropriate level for this category of membership.

#### 5. Officers and Tenure

The officers of the Society shall consist of:

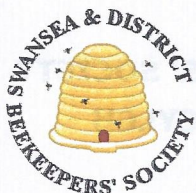
Chairman (maximum of 2 years)  
Vice-Chairman (maximum of 2 years)  
Honorary Secretary  
Honorary Treasurer

When the Chairman stands down the Vice Chairman will normally succeed to the role of Chairman.

#### 6. Committee

Management of the Society shall be vested in the Committee consisting of the Officers and other members to be ratified annually at the Annual General





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Meeting. The Committee members shall agree on the roles to be filled for effective management of the Society.

Members can nominate themselves or be nominated, with their approval, by another member.

Five people will be needed to form a quorum at a Committee meeting. The Chairman shall have a casting vote.

The Committee shall have the power to:

- Co-opt members as and when required in addition to those ratified at the Annual General Meeting;
- Raise funds through subscriptions, grants, contributions and donations;
- Agree expenditure of the Society funds;
- Co-operate with and support other groups with similar purposes;
- Take such lawful actions as necessary to achieve the objectives.

The Committee shall hold at least one meeting each year in addition to the Annual General Meeting.

The Committee shall keep minutes and maintain accounts which shall be available to members.

Officers, Committee members and members shall not be paid or gain financially from the Society. Reimbursement for out-of-pocket expenses shall be paid by the Hon. Treasurer against valid receipts.

### **7. Sub Committees**

Sub Committees shall be formed as required, led by a Committee member and report their recommendations back to the Committee.

### **8. Delegates**

Delegates to the WBKA and to the MSWCC shall be elected at the AGM.

Delegates or other members attending these or similar meetings on behalf of the Society may claim out-of-pocket travel expenses.

### **9. Annual General Meeting**

A general meeting of members shall be held annually in February. 28 days notice of such a meeting shall be given to all members. A quorum shall consist of seven members. The agenda and other information will be sent out at least 14 days before the event.

### **10. Special General Meetings**

A Special General Meeting shall be called within 40 days of receipt by the Honorary Secretary of a request, signed by not less than seven members, specifying the nature of the business to be transacted. No other business shall be discussed. A quorum shall be one third of the Society's members.

### **11. Voting Rights**

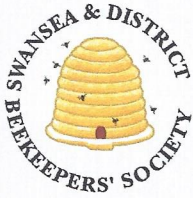
Single and Honorary members shall have one vote each. With Family / Joint membership the two adult members shall have one vote each.

### **12. Subscriptions**

Annual subscription rates shall be agreed at the Annual General Meeting.

Renewal of membership shall be due on the 1<sup>st</sup> January. Any member whose subscription is not paid by the 25th January shall cease to enjoy the benefits of the Society.





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#### **13. Bank Account**

The Society funds shall be held in the name of Swansea and District Beekeepers' Society. Signatories to the account shall be the Chairman, Vice-Chairman, Honorary Secretary, Honorary Treasurer and one other authorised member of the Committee. All payments shall be made by cheque, authorised by any two of the five signatories.

#### **14. Accounts**

The financial year shall be from 1<sup>st</sup> January to the 31<sup>st</sup> December each year. The Hon. Treasurer shall arrange for a report of the previous year's transactions to be independently checked and presented at the Annual General Meeting.

#### **15. Dissolution**

In the event of a proposal to wind up the Society, the proposal shall be referred to a Special General Meeting and the decision confirmed by two thirds of the members present.

In the event of the Society being wound up, all funds and assets are to be transferred to the WBKA.

#### **16. Alterations to the Constitution**

Alterations to the Constitution must be proposed by the Committee and ratified at the Annual General Meeting by a majority of the members present.

**Authorised at the Annual General Meeting (13<sup>th</sup> February, 2018)**

**Chairman**

**Secretary**

