

# FOOD TEACHERS CENTRE COMMUNITY CONSTITUTION

## NAME

The name of the organisation shall be Food Teachers Centre Community.

## AIMS

The aims of the group shall be to:

- provide and promote unbiased and accurate information to support curriculum development and innovation.
- support food teachers (including student teachers) to exchange best practice nationally and internationally.
- support teachers and schools to develop and/or enhance a healthy living whole school community.



## POWERS

To further these aims the committee shall have power to:

- a. Obtain, collect and receive money or funds by way of contributions, donations, grants and any other lawful method towards the aims of the Group.
- b. Associate local authorities, voluntary organisations and commercial food based retail and manufacturing companies in a common effort to carry out the aims of the Group
- c. Do all such lawful things as will further the aims of the Group.

## MEMBERSHIP

- a. Voting membership shall be open to the Food Teachers Centre Associate members.
- b. The Management Committee shall have the power to approve or reject applications for membership or to terminate the membership of any member provided that the member shall have the right to be heard by the committee before a final decision is made.

*Note: All voluntary and community groups have a membership structure. In legal terms a member is a person or group who agrees to abide by the constitution in return for rights given in the constitution. Members will be entitled to attend the Annual General Meeting (AGM) and have a vote. The Principles of Data Protection will be adhered to.*

## MANAGEMENT

- a. Management Committee elected annually at the Annual General Meeting (AGM) shall manage the Group.
- b. The committee shall consist of a chair, secretary, treasurer, and voting members.
- c. The committee shall meet at least 3 times each year. This can be by video-conferencing.
- d. At least 4 committee members must be present at a committee meeting to be able to make decisions.
- e. A proper record of all transactions and meetings shall be kept.

## GENERAL MEETINGS

- a. An Annual General Meeting shall be held within 12 months of the date of the adoption of this constitution and each year thereafter. This can be by video conferencing.
- b. Notices of the AGM shall be published three weeks beforehand and a report on the Group's financial position for the previous year will be made available at the same time.
- c. A Special General Meeting may be called at any time at the request of the committee, or not less than 5 members. A notice explaining the place, date, time and reason shall be sent to all members three weeks beforehand.
- d. One third of membership or four members being present, whichever is the greater, shall enable a General Meeting to take place.
- e. Proposals to change the constitution must be given in writing to the secretary at least 28 days before a general meeting and approved by a two thirds majority of those present and voting.

## ACCOUNTS

- a. The funds of the group including all donations, contributions and bequests, shall be paid into an account operated by the management committee. All cheques drawn on the account must be signed by at least two members of the Management Committee.
- b. The funds belonging to the group shall be applied only to further the aims of the group.
- c. A current record of all income, funding and expenditure will be kept.

## DISSOLUTION

- a. The Group may be dissolved by a resolution passed by a simple two-thirds majority of those present and voting at a Special General Meeting.
- b. If confirmed, the committee shall distribute any assets remaining after the payment of all bills to other charitable group(s) or organisation(s) having aims similar to the Group or some other charitable purpose(s) as the Group may decide.

Signed by Chair




Date 31.8.17

Name

Louise T Davies

Signed by Secretary



Date 31.8.17

Name

Jennifer Elms

Signed by Treasurer



Date 31.8.17

Name

Barbara Rathmill