

THE NORFOLK HORN BREEDERS' GROUP CONSTITUTION

1. NAME

The name of the organisation shall be The Norfolk Horn Breeders' Group (hereinafter called "the Group").

2. OBJECTS

To advance awareness, promotion, preservation and enhancement of the breed; and in furtherance thereof the Group shall:

- (i) Help the members raise the profile of the breed and ensure the breed is correctly publicised.
- (ii) Ensure that the breed standards are maintained and communicated.
- (iii) Continually promote and raise awareness of the breed and its benefits.
- (iv) Work with other societies and organisations to ensure that the breed's profile is maintained.
- (v) Monitor the breed's status on the RBST list and attempt to improve it if possible.
- (vi) Be a source of information and advice to its members and potential members.

3. MEMBERSHIP

Membership of the Group shall be open to all on the 1st of September in the membership year. Membership shall be by subscription determined from time to time by resolution at the AGM. The Group reserves the right to suspend any member whose conduct is considered unsatisfactory. Where two or more members of the same family, flock or organisation wish to vote or be nominated to the committee each person must pay a membership fee in their own right

4. PRESIDENT AND VICE PRESIDENT(S)

The Group may elect at the Annual General Meeting a President and Vice President(s), to serve for 2 years. Presidents and Vice Presidents are allowed to attend committee meetings but will not be eligible to vote.

5. GROUP COMMITTEE

The Committee will be made up of a maximum of 14 members. Members of the Committee will only remain in post for 2 years. Retiring members are eligible for re-election.

Nomination of the Committee

Nominations for the Committee shall be made in writing (electronic format is acceptable) to the Group Secretary not less than 21 days before the date of the Annual General Meeting. Candidates will only be eligible for election if they are fully paid up members of the Group, have been a member of the Group for a minimum of six months and have been nominated and seconded by fully paid up

members. Where two or more members of a family, flock or organisation wishes to be nominated for a committee position or to propose or second a person for a committee position each person must be a fully paid up member in their own right. Details of candidates should be circulated to all paid up members not less than 14 days before the date of the Annual General Meeting. In the event there are insufficient nominations made prior to the AGM the Chairman can make nominations at the AGM (for voting procedure see "Voting" in section 8 below). In the event of it being necessary the committee can co-opt a committee member who will serve until the next AGM

6. GROUP OFFICERS

The following Group Officers shall be elected at the Annual General Meeting from among the members of the committee for a period of two years.

- Chairman
- Vice-Chairman
- Secretary
- Treasurer

Additional Officers may be appointed, if desired. Retiring Officers are eligible for re-election. In the event of it being necessary the committee can co-opt an officer who will serve until the next AGM

7. GROUP MANAGEMENT

The management of Group affairs shall be carried out through:-

- i. General Meetings, and
- ii. Ordinary Meetings

8. MEETINGS

General Meetings of the Group shall consist of:

- (i) An Annual General Meeting – this shall be held within two months of the end of the Group's financial year. The business carried out shall include the adoption of the Annual Report and Statement of Accounts and the presentation of the Annual Return of Membership for the membership year just ended.
- (ii) Special General Meetings may be called at the request of not less than two-thirds of the members of the Group.
- (iii) At least 28 days' notice, should be given to all paid up members, of the date of any General Meeting. Agendas and minutes of the last General Meeting should be circulated to all paid up members not less than 14 days before the date of the Meeting.

Ordinary Meetings of the Group shall be held at regular intervals, a quorum for an ordinary meeting shall be not less than 50% of the elected members of the Committee.

Agenda

The first two items on the agenda of a meeting shall be:

- (i) Recording the attendance
- (ii) Signing the Minutes of the previous meeting

Voting

A quorum for a general meeting shall be not less than 50% of the members entitled to vote, and all matters shall be decided by a majority of votes of the members present and voting. Those entitled to vote are every fully paid up member of the Group who shall be entitled to one vote (where two or more members of the same family, flock or organisation wish to vote each must be a fully paid up member in their own right). The voting at any meeting shall be by show of hands or paper ballot by members who are present and eligible to vote. No proxy or postal voting shall be accepted. The Chairman shall have the casting vote.

9. FINANCE

- (i) The Group's financial year shall end on 31st August
- (ii) Group Accounts
The management of Group funds shall be in the hands of the Group. Any cheques drawn on the account shall be signed by the Group Treasurer and countersigned by another designated member of the Group Committee.
- (iii) Group Subscriptions
The subscriptions payable by Group Members to the Group shall be decided by the members at the Annual General Meeting.

10. ALTERATION TO THE CONSTITUTION

Any change to the Constitution must be approved by the Committee of the Group at a meeting that has been notified to all paid up members with 28 days' notice.

11. DISSOLUTION OF THE GROUP

In the event of the dissolution of the Group, all funds held for and on behalf of the Group, after the deduction of all proper expenses, shall be divided in equal amounts between all current paid up members.