The aboutDereham Partnership
Constitution

1. Name

1.1 The organisation will be called the aboutDereham Partnership, otherwise known as aboutDereham.

2. Our Mission

2.1 To promote and contribute to Dereham as an economically successful and culturally vibrant centre: a good place to live and a great place to visit.

3. Our Aims

3.1 To maintain an effective, not-for-profit, partnership of voluntary and community organisations to help each other and work together to achieve our other aims.

3.2 To raise the profile of Dereham locally, in the region and nationally.

3.3 To promote a positive image of Dereham by showcasing what is on offer in the local area.

3.4 To provide information about activities, attractions, events and services of interest and of benefit to residents and visitors.

3.5 To be a network of networks, engaged with local community, voluntary and not for profit organisations working in the local area.

3.6 To act as an apolitical forum for communication between the voluntary and community sector, the public sector and the private sector.

3.7 To engage in and support actions which work towards fulfilling these aims.

4. Membership

4.1 It is a condition of membership, whether by organisations or individuals, that members agree to support the Mission and Aims of aboutDereham as laid out in the Constitution.

4.2 Membership will consist of the organisations and individual members of the Partnership. All members will be subject to the regulations of this constitution.

4.3 The Partnership reserves the right to remove members by a two-thirds majority vote of those present at a General Meeting or the Annual General Meeting.

4.4 The Partnership reserves the right to review membership structures at any time and to adjust membership as necessary to fulfil the aims of the Partnership.

Membership of organisations

4.5 Membership will be open to all voluntary organisations, clubs and community groups in Dereham and its surrounding villages.

Membership of Individuals

4.6 Individuals can become members of the aboutDereham Partnership on completion of a membership form and payment of a small annual fee.

4.7 Individual members should either live within a 10-mile radius of Dereham Market Place, or have a job, or an interest in a business or third sector organisation, based in the town.

4.8 Individual members should declare to the Membership Secretary/Treasurer any business or pecuniary interests that will be affected by any aboutDereham projects.

4.9 Individual members will be able to take part in all discussions at partnership meetings but will not have a vote on any decision.

5. Fees

5.1 Membership fees will be reviewed annually at the AGM.

5.2 Any other fees, (e.g. advertising rates on the aboutDereham website) will be reviewed annually.

6. Officers of the Partnership

6.1 The officers of the Partnership will be:

- Chairman
- Vice Chairman
- Secretary
- Membership Secretary/Treasurer
- Media, publicity and PR Secretary

6.2 Officers of the Partnership must be registered members of a member organisation of aboutDereham or be individual members of aboutDereham.

7. Meetings

Partnership Meetings

7.1 The quorum for Partnership Meetings will be eight members.

7.2 Partnership meetings may be attended by more than one representative from each organisation. However, each organisation has only one vote and only those organisations that have paid the current year's membership fee may vote.

7.3 Decisions will be determined by a majority of those eligible to vote.

7.4 No individual may vote for more than one group or organisation.

7.5 All representatives may speak on any topic raised at a Partnership meeting but should make it clear if they speak on behalf of their member organisation or in a private capacity.

7.6 Votes at Partnership meetings on changes to policy are indicative only. Any such decision must be ratified at the AGM or a Special General Meeting

Special General Meetings

7.7 A Special General Meeting can be called at any time by any three members.

7.8 Not less than 14 clear days' notice to be given to all members.

7.9 The quorum for a Special General Meeting will be ten members.

The Annual General Meeting

7.10 Notice of the Annual General Meeting (AGM) will be given by the Honorary Secretary. Not less than 21 clear days' notice to be given to all members. The AGM will normally be held in May in any given year.

7.11 Nominations for officers and members of the Management Team will be submitted to the Honorary Secretary prior to the commencement of the AGM.

7.12 The quorum for the AGM will be eight members.

7.13 Election of officers are to take place at the AGM.

7.14 The AGM will receive a report from the Chairman of the Partnership and the annual accounts from the Membership Secretary/Treasurer

7.15 In the unlikely event that the Annual General Meeting (or a regular Partnership Meeting or a Special General Meeting) cannot take place, the business may be conducted electronically.

8. Management Team and Sub-committees

8.1 The Partnership will be responsible for adopting new policy, codes of conduct and rules that affect the affairs of the organisation.

8.2 The Partnership delegates power to the Management Team to act on behalf of the Partnership.

8.3 The Partnership will receive recommendations from the Management Team.

8.4 The Management Team will consist of all Officers, elected at the AGM (as para 7.13), along with any others agreed at the AGM or invited to join during the year

8.5 All members of the Management Team must be registered members of a member organisation of aboutDereham or be individual members of aboutDereham.

8.6 The quorum required for business to be agreed at any Management Team meetings will be three.

8.7 The Management Team will have the power to appoint sub-committees and/or working groups as necessary and to appoint advisers to fulfil its business.

9. Finance

9.1 All monies will be banked in an account held in the name of the organisation.

9.2 No authority is given to enter into debt.

9.3 The financial year will end on 31 March.

9.4 The Annual Accounts will be presented by the Membership Secretary/Treasurer at the Annual General Meeting.

9.5 There will be three unrelated signatories to the bank account and all payments, whether online or by cheque, must be authorised by any two of them.

9.6 No signatory can authorise a payment to themselves.

10. Dissolution

10.1 A resolution to dissolve the Partnership can only be passed at an AGM or a General Meeting through a majority vote of those present at the meeting.

10.2 In the event of dissolution, any assets of the organisation that remain will be made over to another body with similar aims.

11. Amendments to the constitution

11.3 The constitution will only be changed through agreement by majority vote at an AGM.

12. Declaration

12.1 The Partnership hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.