

Constitution of LN6

1. Name

The organisation is called LN6

2. Objects

LN6 has been formed so that members may meet regularly at such place decided by the Committee from time to time. LN6 is an apolitical, voluntary organisation which exists to provide a voice for the LN6 business community and to act as a forum for issues which affect business in the LN6 postcode. The precise objectives of LN6 shall be:

- 2.1 Knowledge interchange: to provide LN6 businesses with an opportunity to share knowledge on business matters and new legislation; to receive presentations from experts; or request information
- 2.2 Informing local opinion: to act as an effective conduit between local government and LN6 businesses – in either direction – on any matters relating to the LN6 business community including issues relating to environment and infrastructure
- 2.3 Networking between members

3. Membership

- 3.1 There is no maximum number in respect of the membership.
- 3.2 Membership is limited to those businesses who have trading premises within the LN6 postcode.
- 3.3 The Committee reserves the right to expel a member if in the reasonable opinion of Committee the conduct or activities of that member are not congenial to the aims and objects of LN6 and the member shall be able to make representations in respect of any such decision.

4. Subscription

- 4.1 No subscription is charged to members at present but this may be reviewed by the Committee at any time if deemed appropriate.
- 4.2 Each member must sign into the register on arrival at each meeting.

5. Committee

- 5.1** The Committee shall consist of LN6 officers (Chairman, Vice-Chairman, Secretary and Treasurer (if relevant)), together with the elected ordinary members.
- 5.2** The number of elected ordinary members shall be determined by the Committee in its absolute discretion.
- 5.3** The Committee shall be elected in accordance with clause 12.2 or clause 13.1.
- 5.4** The Committee is responsible for the running of LN6.
- 5.5** The Committee shall meet as regularly as required to discuss the affairs of LN6 at such time and at such place as decided between the Committee members.
- 5.6** Quorum: A Committee meeting must be attended by at least 66% of those Committee members currently in post in order to transact decisions binding upon LN6

6. Hosts

- 6.1** Any business hosting an LN6 event must be a member of LN6 and will be responsible for payment of all expenses incurred in connection with the hosting of an LN6 event.
- 6.2** Subject to the discretion of the Committee, any member shall be entitled to bring guests who are associated with businesses situated in the LN6 postcode to a meeting provided that such member will make himself/herself known to a member of the Committee.

7. Members Expenses

Each member must pay his or her own expenses.

8. Other Activities

LN6 may engage in marketing and promotional initiatives and activities in the interest of furthering the objectives of LN6. In particular, if the Committee deems it to be of benefit to the membership of LN6 it shall arrange events which may take place and/or involve businesses and organisations outside the LN6 postcode area.

9. Bank Account

- 9.1** A bank account may be opened in the name of LN6 as the Committee so decides and if so the following will apply:
 - 9.1.1** Certain designated officers of the Committee will be authorised by resolution of the Committee to sign cheques, and mandates given to the Bank accordingly.

- 9.1.2 Any two of the officers so designated under clause 9.1.1 above may sign a cheque or authorise a banking transaction
- 9.1.3 For the purposes of this constitution, a copy of the authorising resolution signed by the member who is chairman at the time the resolution is passed shall be sufficient authority to the Bank.
- 9.1.4 At such time as a bank account is opened in the name of LN6, the Committee will immediately facilitate the election of a Treasurer, who shall be deemed as an office holder.

10. Annual General Meeting

- 10.1 The annual meeting of LN6 must be held not later than May 31st in each year.
- 10.2 The meeting must be convened by notice at the previous month's meeting and electronically, either by posting details on LN6's website or by email to all registered members.
- 10.3 Matters to be raised must be notified in writing to the secretary at least 7 days prior to the date of the meeting

11. Conduct of Annual Meeting

At any annual meeting:

- 11.1 The Chairman must chair the meeting or in his absence the Vice-Chairman; in the event of any vote, the manner of the vote and its declaration are the sole responsibility of the meeting's chairman
- 11.2 The Chairman must present a brief report
- 11.3 Any member may raise any matter, subject at all times to the decision of the Chairman and clause 10.3

12. Retirement of Committee Members

- 12.1 At each annual general meeting ("AGM") all members of the Committee shall retire.
- 12.2 Retiring members are eligible for re-election (subject to 12.4).
- 12.3 The Chairman, Vice-Chairman, Treasurer (if applicable), and Secretary as at of the first ratification of this constitution at an AGM shall stand down from office on the following basis:
 - a. the Chairman and Vice Chairman will stand down four years from the date of first ratification;
 - b. the Treasurer shall stand down three years from the date of first ratification; and
 - c. the Secretary shall stand down two years from the date of first ratification.
- 12.4 After the existing Committee (as at the date of ratification of this Constitution) have stood down in accordance with clause 12.3, then any further appointed Chairman, Vice-Chairman, Treasurer (if applicable), and/or Secretary shall stand down

after three years in office. As retiring members they will not be eligible for re-election until three years have passed from the date which they retired from the Committee, when they will become eligible again under clause 12.2 unless the requirement to stand down has been waived by the members in accordance with clause 13.8.

13. Nominations for Committee

- 13.1** Nominations for the Committee must be in writing and reach the secretary not less than seven days before the AGM.
- 13.2** Each nomination must be made by at least two members and the member nominated must have agreed to stand.
- 13.3** Nominations shall be for either a named position as an officer (Chairman, Vice-Chairman, Treasurer (if applicable), and Secretary) or for 'other members' for the general Committee, from whom the 'assistant' posts will be decided by the Committee in its absolute discretion.
- 13.4** At each AGM, the Chairman must state to the meeting the vacancies to be filled; the names of the retiring members of the Committee who wish to offer themselves for re-election; and the names of the person(s) nominated to stand for election to the Committee.
- 13.5** Each member must vote following a secret ballot of each vacancy to be filled. The Committee will provide each member with voting slips at the AGM to facilitate their voting.
- 13.6** The votes for each name must be counted, and the vacancies must be filled by those with the most votes.
- 13.7** In the event of a tie, the decision must be made by lot.
- 13.8** If there are no nominations, then the retiring members who have offered themselves for re-election must be declared as re-elected. If such retiring member is standing down in accordance with clause 12.4 then, the meeting may decide by simple majority on a show of hands to waive the restrictions on such individual to stand down.
- 13.9** The Committee may designate tasks to non committee members during the course of the year as they see fit. Such non Committee members shall be entitled to attend Committee meetings as the Committee see fit.
- 13.10** Retirements: should any Committee member retire or resign during the course of the year, such position becoming vacant shall be advertised on LN6's website for a minimum period of two weeks, whereupon the Committee shall invite applications from members. If no such applications are forthcoming or if there are more than one, then at the next meeting of LN6, a vote will be held by show of hands and by way of simple majority as to who shall be appointed. If on such position becoming vacant, no applications are received, then the position shall be filled by a person from within the Committee, at the Committee's discretion or by such appointed assistant (in accordance with 13.9) until the next AGM where nominations for such position will be dealt with as set out in this clause 13.

14. Surplus Funds

If at any AGM LN6 has surplus funds in hand, the members may by simple majority decide to donate part or all of them to one or more nominated charities. The members shall nominate charities at a meeting of LN6 prior to the Annual General Meeting. The committee shall in their absolute discretion, short list the nominees to four charities (or less if less than four charities are nominated by the members). The members may vote in respect of such nominated charities as aforementioned and the charity receiving the surplus funds will be that charity which secures a simple majority of the votes. The Chairman shall have the casting vote in the event of a tie.

15. Disposal of Funds on Dissolution

If LN6 is dissolved or discontinued, the balance at the Bank after the payment of all expenses must be given to a charity or charities nominated by the Committee in the Committee's absolute discretion.

16. Alteration of Constitution

No alteration of, or addition to, this constitution may be made except by a vote on a show of hands (or as otherwise agreed by the Committee) of not less than a simple majority at the AGM.

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Chairman

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Date