

CONSTITUTION

EAST FARLEIGH FETE COMMITTEE

Name of organisation

East Farleigh Fete Committee (EFFC)

Aims

The purpose of the Committee is to organise and run an annual fete or event that aims to:

1. Bring together residents of East Farleigh and adjacent communities.
2. Raise awareness of local groups, resources and facilities.
3. Promote health and wellbeing through community spirit and inclusion.
4. Raise money to be used to maintain and improve village and community facilities.

Committee members and officers

Any East Farleigh resident contributing to planning or organisation of the annual village fete can be a committee member, regardless of age, gender, sexual orientation, race, nationality, belief or ability.

Officers are elected by members at an Annual General Meeting (AGM). These include:

- Chair
- Vice chair
- Treasurer
- Secretary
- Signatories
- Any other position deemed appropriate by members.

AGM and other meetings

Minutes from the AGM and other meetings recording key decisions and actions are copied to EFFC members and East Farleigh Parish Council (EFPC). Brief reports are also published in the village newsletter (The Grapevine).

Rules of procedure

1. EFFC falls under EFPC. A representative of EFPC is normally a serving member of EFFC.
2. Meetings are open to anyone who wishes to attend.
The AGM is advertised in advance and an invitation to the public and potential new members extended via the village newsletter. Non residents of EF can attend.
3. As the Committee is small a minimum of three members constitutes a quorum.
4. Any profits will be used to improve or maintain community facilities, or contribute towards village / local community groups, at the discretion of the Committee.
5. Nominations for worthy causes will be sought from the local community and raised by EFFC members.
6. Allocation of funds is decided by the EFFC by democratic decision.

Finances

The treasurer holds financial details for EFFC. These are available for scrutiny on request.

Changes to the constitution

Any changes to this constitution can be made by agreement of members at an AGM.

Dissolution

Should it be necessary, the Committee can be dissolved by agreement of members or if required by EFPC.

Should EFFC dissolve, any funds will be issued to appropriate local groups / charities or transferred to EFPC.