

EAST LEAKE COMMUNITY WEBSITE GROUP - REVISED CONSTITUTION

1. NAME.

The name of the organisation shall be **East Leake Community Website Group** (otherwise known as **ELCID**).

2. OBJECTIVES.

The construction and regular maintenance of a community website for the furtherance of community affairs and businesses in and around East Leake. All bona fide non-commercial organisations based in East Leake shall be entitled to contribute and manage their own web pages on the website, provided only that the content is legal and decent. The Site Administrator shall have discretion to remove material which does not comply with the above.

3. POWERS.

In furtherance of the above objectives, but not otherwise, **ELCID** shall have the power to:

- 3.1.** Obtain and receive money and funds by way of donations or grants.
- 3.2.** Do all such other lawful things as shall be necessary for the promotion of the above objectives.

4. MEMBERSHIP.

All residents within the electoral Leake Ward shall be deemed members, also any web page content editors as in 2 above residing elsewhere. There shall be no membership fee or subscription.

5. MANAGEMENT.

- 5.1.** **ELCID** shall be managed by a committee appointed annually within one month of the Annual Parish Meeting.
- 5.2.** The Committee shall consist of a site administrator/webmaster and an assistant administrator (who shall also act as secretary and treasurer) nominated by East Leake Parish Council, and a minimum of three up to a maximum of five representatives of actively contributing organisations as defined in 2 above.
- 5.3.** The Committee shall meet not less than twice per annum. At the first meeting, which shall be held within one month of the Annual Parish Meeting, an independent financial examiner shall be appointed for the coming year.
- 5.4.** The quorum at a meeting of the Committee shall be 3 members.
- 5.5.** The Committee may co-opt not more than 2 people with special knowledge or experience who shall serve until the next Annual Parish Meeting.

6. ANNUAL GENERAL MEETING. (AGM)

The Site Administrator shall present (i) an annual report and (ii) an independently examined financial statement to the Annual Parish Meeting.

This shall be deemed to be **ELCID**'s AGM.

7. FINANCE.

- 7.1.** All monies received from whatever source shall be applied solely in furthering the objectives of **ELCID**.
- 7.2.** The Treasurer shall keep proper records of the finances of **ELCID** and present to the Committee a financial statement at least twice per annum.
- 7.3.** The independent examiner appointed at the AGM shall examine the financial records at least annually.
- 7.4.** An examined statement of accounts for the last financial year (which shall run from April 1st to March 31st each year) shall be submitted to the Annual Parish Meeting.
- 7.5.** An account shall be opened in the name of **ELCID** with a recognised bank or building society. The committee shall authorise the treasurer and 2 other committee members of **ELCID** to sign cheques on behalf of **ELCID**, and all cheques must be signed by at least 2 of the authorised members.

8. ALTERATIONS TO THE CONSTITUTION.

Alterations to the Constitution shall receive the assent of not less than two thirds of members of **ELCID** present and voting at a Special Meeting called for the purpose. Details of the time and place of the meeting, together with the resolution to alter the Constitution, and details of the proposed alteration, shall be published on the **ELCID** website and on the principal Parish Council notice board at least twenty one clear days before said meeting. Copies of the Constitution shall be made available upon request.

9. DISSOLUTION.

ELCID may at any time be dissolved by a resolution passed at a Special Meeting by a two thirds majority of those present and voting. At least twenty one days' clear written notice of dissolution shall be displayed on the principal Parish Council notice board and by an announcement on the Home Page of the website. On dissolution, any assets remaining to **ELCID** after the settlement of all liabilities shall be disposed of by the transfer of any financial balance to East Leake Parish Council to be used in the interests of good community communication and the transfer of any material goods to such other similar charitable organisation as the meeting shall determine.