

WILTSHIRE BEEKEEPERS ASSOCIATION CONSTITUTION (2007)

1. **NAME** – The name of the Association hereinafter called “The Association” is the Wiltshire Beekeepers Association which is an Area Association Member of the British Beekeepers Association (BBKA). This Constitution shall in no way conflict with the Constitution of the British Beekeepers Association.
2. **OBJECTS** – To promote the craft of Apiculture in every possible way, and to represent the interests of members at national level.
3. **BRANCHES** –
 - (a) The Association shall comprise such Branches as may be approved by Council. A paid-up member of any such Branch is automatically a member of the Association. A Branch may have its own rules but no rule shall contravene the Constitution of the Association. Subscription shall be levied by each Branch at a rate decided by their members, and shall include the capitation fees payable to the BBKA and the Association. In the event of a Branch ceasing to function or wishing to close, the balance of the local monies shall be remitted by the responsible officer to the Treasurer of the Association who shall take, if appropriate, any unpaid capitation fees and retain the residue in trust for that Branch for 5 years after which time it shall become the property of the Association.
 - (b). Each Branch shall, at the earliest opportunity, notify the Association Membership Secretary of the names and addresses of its members for inclusion or deletion as Registered and Partner Members on the BBKA Membership List.
4. **COUNCIL** –
 - (a). The management of the Association shall be vested in the Council, which shall consist of the President (if elected), Chairman, Vice-Chairman, General Secretary, Treasurer, and from each Branch the Chairman, Secretary, Treasurer and one delegate for every 35 members or part of 35. Each of the foregoing names is to be a Registered or Partner Member. The Council may co-opt up to 4 other persons who will not have voting rights.
 - (b). At the first meeting after the AGM the Council shall elect from members of the Association (i) The Chairman, Vice-Chairman, General Secretary, and Treasurer, who shall become ex-officio members of the Council. (ii) The Council will appoint, as appropriate, an Editor of the Honeybee Times or other Association publications, a Training and Education Officer, a Membership Secretary and Spray Liaison Officer who shall be responsible to the Council. The Chairman will take the Chair immediately on election. The Chairman shall not hold Office for more than 2 consecutive years.
 - (c). Meetings of the Council shall be convened by the General Secretary, or his/her deputy, who shall cause proper minutes to be taken of the proceedings. Not less than 4 meetings shall be held each year, with not more than 4 months between any two meetings. A quorum shall consist of ten members.
 - (d). At any meeting of the Council a simple majority of the Councillors present and voting shall be sufficient to carry or defeat a motion, except motions having reference to Clause 5, which shall not be carried unless two-thirds of the Councillors present and voting shall be in favour, and for this purpose a quorum shall be half the current membership of the Council.
 - (e). By invitation of the Chairman of the Council any person, whether or not he/she is a member of the Association may attend any meeting of the Council or any committee of the Council. That person may participate in the discussion of the business being transacted at that meeting but he/she shall not vote thereon.
 - (f). Any decision of the Council properly arrived at under the Constitution of the Association shall be final and binding for one year.

- (g). The Council shall determine who shall be entitled to sign cheques and other documents on behalf of the Association.
- (h). The Council may delegate powers, other than financial, to committees, consisting of members appointed by the Council and shall include ex-officio the officers of the Council. A committee shall have the power to co-opt members of the Association.
- 5. EXPULSION** – The Council shall have the power to expel from the Association any member whose conduct it considers injurious to the welfare of the Association.
- 6. CAPITATION FEES** – The Association capitation for twelve months shall be set by the Council at the meeting which immediately precedes 1st October. The BBKA capitation shall be as notified by the BBKA General Secretary as determined by the ADM of the BBKA.
- 7. CORRESPONDENCE and PUBLICATIONS** –
 - (a). The General Secretary shall circulate all significant and relevant correspondence to Branch Secretaries.
 - (b). The annual Report, Accounts and the Constitution shall be published annually.
- 8. GENERAL MEETINGS**– No business shall be transacted unless a quorum of members is present. 20 members, of whom at least two shall be officers of the Association as defined in Clause 4(b)(i), shall be a quorum.
 - (a). An ANNUAL GENERAL MEETING shall be held early in each administrative year, which shall run from 1st October to 30th September next, at such time and place as the Council shall decide (i) to appoint the Auditor(s) of the Association for the ensuing year, (ii) to consider and, if appropriate, elect a President and one or more vice-presidents. The Council shall lay before the meeting a report of the year's proceedings and a statement of accounts certified by the Auditor(s), for adoption or otherwise. . If the number attending is less than the quorum as above another meeting will be called within a month.
 - (b) Written notice of any resolution for consideration at the AGM must contain the names of the proposer and the seconder and must be received by the General Secretary not less than seven days before the date of the meeting.
 - (c) The AGM may consider any business brought before it by the Council or by the members and may make recommendations thereon to the Council.
 - (d) A SPECIAL GENERAL MEETING shall be called within 30 days of the receipt by the General Secretary of a requisition signed by 15 members of the Association, or 6 members of the Council, setting out the resolutions to be proposed to the meeting. No business other than that specified in the resolution shall be transacted, the agenda being announced at the time of giving notice of the meeting.
 - (e) The General Secretary shall give 21 days notice of any General Meeting to the Branch Secretaries providing them with an electronic copy of the Agenda so that each member shall receive one, not less than 14 days before the meeting. Where either the sender or recipient is unable to access the electronic version, a paper copy shall be sent.
- 9. ALTERATIONS** – An alteration to the Constitution shall only be made at a General Meeting. Any proposed alteration and the date of the meeting at which it is to be considered shall be notified to Branch Secretaries not less than 21 days before the meeting. The consent of the Council shall not be necessary to an alteration of this Constitution.
- 10.** In the event of the Association ceasing to function or wishing to close, the remaining officers shall pass the residual funds of the Association to the British Beekeepers Association to be held on trust for a period of ten years, after which time they shall become the property of the British Beekeepers Association.