

HEREFORDSHIRE BEEKEEPERS' ASSOCIATION
CONSTITUTION AND RULES

1. TITLE

The Association shall be known as the "Herefordshire Beekeepers' Association".

2. OBJECTS

To promote and further the craft of beekeeping within Herefordshire.

3. CONSTITUTION

The Association shall consist of a President, President Elect, Executive Committee of nine members, Honorary Secretary, Honorary Treasurer and ordinary members.

- a. The President shall be appointed at the Annual General Meeting and shall be an "ex officio" member of the Executive Committee during his/her term of office and shall hold office for one year.
- b. The President Elect shall be elected at the Annual General Meeting and shall succeed the office of President on the latter's retirement. He/she shall be an "ex officio" member of the Executive Committee during his/her term of office.
- c. The Honorary Secretary and the Honorary Treasurer shall be elected at the Annual General Meeting. It shall be their duty to keep all records, books and accounts of the Association, to attend to correspondence and to be present at meetings of the Association and Executive Committee and to take minutes at such meetings.
- d. The Auditor shall be elected at the Annual General Meeting.
- e. The funds of the Association shall be kept in an account or accounts opened in the Association's name, as shall be decided from time to time by the Executive Committee.

4. MANAGEMENT

The management of the association shall be vested in the Executive Committee which shall consist of the President, President Elect, Honorary Treasurer, Honorary Secretary and nine members elected each year at the Annual General Meeting.

5. EXECUTIVE COMMITTEE

- a. At the first meeting of the Executive Committee, subsequent to the Annual General Meeting, the Executive Committee will elect from its own members a Chairman and Vice-Chairman. The Chairman and Vice-Chairman shall hold office for one year but

will be eligible for re-election if still members of the Executive Committee. No person shall hold the office of Chairman for more than three consecutive years.

- b. In the event of a vacancy occurring, the Executive Committee may, at its next meeting, fill the vacancy but only until the next Annual General Meeting.
- c. The Executive Committee shall appoint sub committees as required and shall have power to co-opt for special purposes, subject to annual confirmation.
- d. The Executive Committee may appoint a Distribution Secretary who shall be responsible for the distribution of all literature, notices, etc. to members.
- e. The Executive Committee shall meet at least four times a year.
- f. Five members shall form a quorum.
- g. Any elected member who fails to put in 50% attendance (unless for very special reason) will not be eligible for re-election the following year.
- h. Travelling expenses of the Executive Committee members attending meetings may be reimbursed by the Treasurer annually.

6. MEMBERS

- a. Full Members shall pay an annual subscription, due on the 1st January, as determined at a General Meeting and any additional sum covering extended Bee Disease Insurance. When a new full member joins after 30th September in any year, the subscription paid that year shall be effective until the end of the following year. Full Members shall be entitled to participate at General Meetings and other meetings and to receive newsletters. In addition, they will be entitled to Third Party and BDI cover arising from the Association's affiliation to the British Beekeepers' Association and B.D.I. Ltd.
- b. Associate Members, being other persons not owning bees or Full Members of other Beekeeping Associations, shall be admitted on payment of a subscription to be determined at a General Meeting. Their privileges to be limited to participation at Shows and meetings, but they may compete at HBKA Honey Shows in so far as the Show rules allow.
- c. Honorary Life Members may be elected from time to time at the Annual General Meeting on the recommendation of the Executive Committee in recognition of conspicuous services rendered by them to the Association. They shall be entitled to all privileges of a Full Member.

7. ANNUAL REPORT

The Annual Report, Financial Statement and full list of members shall be published each year and together with the notice of the Annual General Meeting, shall be sent to each member at least fourteen days before the date of the meeting.

8. MEETINGS

a. Annual General Meeting of Association

The Annual General Meeting of the members shall be held every year within three months of the end of the financial year at such time and place as the Executive Committee may decide. At least one month's notice of the AGM shall be given to members. Business brought before it by the Executive Committee shall be considered at this meeting. The Executive Committee shall lay before the meeting a report of the year's proceedings, an audited Statement of Accounts (including all assets) and a complete list of members, all of which shall have been circulated to members with an Agenda for the meeting. Only Full and Life Members may vote at an A.G.M.

b. Special Meetings

An Extraordinary General Meeting may be called by the Executive Committee at any time or shall be called by the Hon. Secretary within 28 days of the receipt of a requisition by 12 members. The notice calling the meeting must specify the business to be transacted and no other business shall be considered.

9. AFFILIATION

The Association shall be affiliated to the British Beekeepers' Association, the Midlands and South-Western Counties Convention of Beekeepers, and Bee Disease Insurance Ltd. Delegates to the above shall be elected by the Executive Committee. Such delegates shall hold office for one year. Delegates shall act in accordance with the policy laid down by the Association.

10. ALTERATION OF RULES

No amendment shall be made that will cause the Association to cease to be a charity at law, or shall be made to Clauses 2 and 11.

11. DISSOLUTION

If upon winding up or dissolution of the Association there remains after the settling of all liabilities any property whatsoever, this shall not be paid or distributed among the members of the Association, but shall be given or transferred to such registered Charity or Charities established for similar charitable purposes as the Association shall decide.