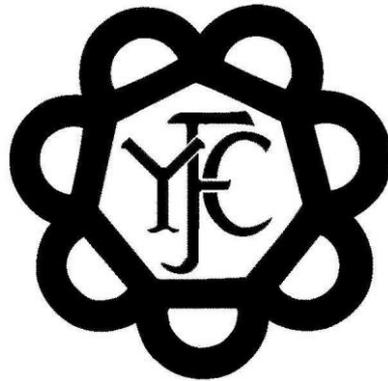


**National Federation of Young Farmers' Clubs**



**Open Club Constitution**

*Amended as per resolutions agreed at the 2007 AGM*

# NATIONAL FEDERATION OF YOUNG FARMERS' CLUBS

## STANDARD CONSTITUTION

### AN OPEN CLUB

Though these rules may be varied in detail, the general principles involved must be adhered to. Approval to alterations must be sought from the National Federation of Young Farmers' Clubs before the constitution is laid before the Club for acceptance, and any alteration to items 2, 3 or 15(c) of this standard constitution must receive the prior approval of the Charity Commission.

#### 1. NAME

The Name of the Club shall be .....  
Young Farmers' Club (hereinafter called "the Club").

#### 2. OBJECTS

The objects of the Club shall be:-

- a) to advance the education of young members of the public at large in their knowledge of agriculture, crafts, life skills, rural affairs and country life,
- a) in the interests of the social welfare of such members to provide and promote the provision of facilities for recreation and other leisure time occupations, being facilities which will improve their conditions of life and will assist in the development of their spiritual and mental capacities, self-reliance and individual responsibility so that they may grow to full maturity as individuals and members of the community.

#### 3. POWERS AND FUNCTIONS

In furtherance of its objects, but not further or otherwise, the Club:-

- a) shall work in collaboration with the National Federation of Young Farmers' Clubs;
- b) shall co-operate with, and assist, Young Farmers' Clubs in the County by co-ordination of activities and otherwise;
- c) may co-operate with local authorities and other bodies having the same or similar objects;
- d) may solicit and receive contributions to its funds, whether in the form of grants, donations, legacies, subscriptions, loans or otherwise, providing that the Club shall not undertake any permanent trading activities in raising funds for the above-mentioned charitable objects;
- e) may invest any monies not immediately required for its purposes in such securities as are for the time being authorized by law for the investment of trust funds and may transpose any such investments; and
- f) may do all such other lawful acts and things as are necessary for the attainment of its objects.

#### 4. CONSTITUTION

- a) A Young Farmers' Club is an association of not less than six young persons formed in accordance with the form of constitution laid down for Young Farmers' Clubs by the Council of the National Federation to which Clubs shall be affiliated;
- b) A Club shall belong to the County Federation existing for its area and shall conform to the directions from time to time given or laid down by such County Federation.

## **5. MEMBERSHIP**

Membership of the Club shall be open to persons interested in furthering the objects of the Club and paying such annual subscription as shall be provided from time to time under the provisions of clause 15 hereof.

Membership shall be available to such persons who are not less than 10 years of age when they join a Club. Membership remains available to a person who is 26 years of age or under on 1<sup>st</sup> September in any year in which any office, international visit or other such activity or event is held.

### **Associate Members**

Associate Members are persons over 26 years of age, duly elected by the Club members to enjoy the privileges to which such membership entitles them, without power to vote on matters of Club business, except that they may hold office, with voting rights, if, in the opinion of the Club, no other person of membership age is able to take up that office.

## **6. CLUB OFFICERS**

The following Club Officers shall be elected from amongst the members of the Club: Chairman, Vice Chairman, Secretary and Treasurer.

Additional officers may be appointed, if desired. All officers shall hold office for one year and shall be elected at the Annual General Meeting. Officers shall be eligible for re-election.

A Young Farmer who is a member of two or more Young Farmers' Clubs may not hold office in, or represent, more than one Club concurrently.

## **7. CLUB LEADER**

On the formation of a new Club the Club Leader shall be elected by the Advisory Committee and shall serve until the first Annual General Meeting. Thereafter, the Club Leader shall be elected by the Club at the Annual General Meeting. Prior to the Annual General Meeting a Committee consisting of the retiring Club Committee and the Advisory Committee shall meet to nominate a person as its candidate for election as Club Leader at the Annual General Meeting. This shall not prejudice the right of the Club members to make their own nominations. The retiring Club Leader shall be eligible for re-election.

A Club Leader, if under the prescribed age range, shall be permitted to participate in all activities.

## **8. PRESIDENT AND VICE PRESIDENTS**

A President and ..... Vice President(s) may be elected by the General Meeting of the Club.

## **9. ADVISORY COMMITTEE**

- a) The Advisory Committee shall comprise a group of adults formed to help the Club. It shall meet at least twice in every Club year.
- b) The members of the Advisory Committee shall be divided by lot into three groups, one group retiring by rotation each year. At each Annual General Meeting one-third of the members of the Advisory Committee shall be elected to serve for a period of three years. Retiring members shall be eligible for re-election.
- c) The Advisory Committee may appoint from among its members a Chairman and any other officers.
- d) In addition to the elected members, the following shall be ex-officio members of the Advisory Committee:
  - (i) The Club Leader, who shall report on the work of the Club at each meeting;
  - (ii) The Club Chairman.

- e) The County Organizer shall have the right to receive notice of, and to attend, the meetings of the Advisory Committee.

## 10. CLUB COMMITTEE

At the Annual General Meeting, the Club shall appoint a Management Committee consisting of at least three people from among the Club Chairman, Vice Chairman, Secretary, Treasurer and Leader. All such Committee Members must have attained their 18<sup>th</sup> birthday and they shall act as the Trustees with legal responsibility for the management of the charity. The Committee may co-opt a minority of members under 18 years of age without powers to vote on matters which affect the management of the charity.

The Club may also form other sub-committees for specific purposes such as programming and event organization. Such sub-committees shall not act without authority of the Club Committee.

## 11. ADMINISTRATION

- a) In the administration of the Club, subject to their duties as Trustees, the Committee shall have regard to the wishes of the Membership as stated at:
  - (i) General Meetings
  - (ii) Ordinary Meetings
- b) The financial year of the Club shall end on .....

## 12. GENERAL MEETINGS

- a) The Annual General Meeting shall be held within three months of the termination of the Club's financial year, and the business to be transacted shall include:
  - (i) adoption of the Annual Report and audited (or independently examined) Statement of Accounts; (ii) election of officers;
  - (iii) election of auditors – election of person to audit or examine the club accounts;
  - (iv) presentation of the annual return of membership for the Club year just ended; (v) election of Club Leader.

Elections to be carried out by secret ballot.
- b) A special General Meeting may be called at the direction of the Club Committee or on the written request of two-thirds of the members of the Club. A note of the business of the meeting shall be sent by the Secretary to those entitled to receive notice of the meeting.
- c) The following shall be summoned to, and receive notice of, a General Meeting (Annual or Special):
  - (i) Club Members;
  - (ii) the President, Vice President(s), Club Leader, Associate Members and members of the Advisory Committee;
  - (iii) the County Organizing Secretary or a nominated representative of the County Federation.

At least one month's written notice must be given to all members of the time, date and place of a General Meeting.

## 13. ORDINARY MEETINGS

- a) Ordinary Meetings of the Club shall be held at regular intervals.
- b) The business of the meeting shall include:
  - (i) recording attendance;
  - (ii) signing the Minutes of the previous meeting.

- c) One-quarter of the members of the Club or one-quarter of the members of any Committee or Sub-Committee shall form a quorum.

#### 14. VOTING RIGHTS AT CLUB COMMITTEES AND MEETINGS

- a) Each member shall have one vote and, subject to rule 17(a)(ii), all matters shall be decided by a majority of votes of members present and voting.
- b) The Chairman of any meeting shall have a vote, and in case of equality of votes shall have a casting vote.
- c) The Club Leader (unless a member of the Club), Associate Members, Advisory Committee Members and the County Organizing Secretary or the nominated representative of the County Federation shall have no voting powers at the meetings of the Club.
- d) The Club Leader and Club Chairman shall have the right to attend meetings of all sub-committees with voting rights.

#### 15. FINANCE

- a) Club Accounts. The Club Accounts shall be administered by the Club, and all cheques drawn on the account shall be signed by the Club Treasurer and countersigned by the club Leader or a named member of the Club Committee.
- b) (i) Club Members and Associate Members shall subscribe to the Club, the County Federation and the National Federation such annual sums as shall be agreed by the Annual General Meetings of the Club, the County Federation and the National Federation respectively. Subscriptions to the Club and County Federation shall be paid by ..... in each year.

Subscriptions to the National Federation shall be paid by 30<sup>th</sup> November in each year or such date as the Council of NFYFC may decide.

- (ii) It shall be the responsibility of the Club to ensure that such subscriptions are paid by the due date.
- c) (i) If, in the event of the dissolution of the Club, there remains after the satisfaction of all its debts and liabilities any property or funds whatsoever, the same shall be transferred to, and become the property of, the ..... County Federation of Young Farmers' Clubs or, if the said County Federation be not then in being, the National Federation of Young Farmers' Clubs, upon trust to hold the said property or funds together with accruals to the fund for a period of seven years from the date of dissolution of the Club, as a reserve to be used for the purpose of re-forming or assisting in the re-forming of a new Club in the area covered by the dissolved Club.
- (ii) After the expiry of the period of seven years the said property or funds shall become the absolute property of the County Federation or of the National Federation as the case may be.
- (iii) In the event of the said County Federation and the National Federation no longer being in existence, the said property or funds shall not be distributed among the members of the Club but shall be given to some other charity.
- d) (i) Subject to the provisions of sub-clause (2) of this clause, the Club Committee shall cause the title to:
  - (a) all land held by, or in trust for, the charity which is not vested in the Official Custodian for Charities; and
  - (b) all investments held by, or on behalf of, the charity:to be vested either in a corporation entitled to act as custodian trustee or in not less than three individuals appointed by them as holding trustees. Holding trustees may be removed by the Club Committee at their pleasure and shall act in accordance with the lawful directions of the Club Committee. Provided they act only in accordance with the lawful directions of the Club Committee, the holding trustees shall not be liable for the acts and defaults of its members.
- (ii) If a corporation entitled to act as custodian trustee has not been appointed to hold the property of the charity, the Club Committee may permit any investments held by or in trust for the charity to be held in the name of a

clearing bank, trust corporation or any stockbroking company which is a member of the International Stock Exchange (or any subsidiary of any such stockbroking company) as nominee for the Club Committee, and may pay such a nominee reasonable and proper remuneration for acting as such.

**e) Accounts**

The Club Committee shall comply with their obligations under the Charities Act 1992 (or any statutory reenactment or modification of that Act) with regard to:

- (i) the keeping of accounting records for the Charity;
- (ii) the preparation of annual statements of account for the Charity;
- (iii) the auditing or independent examination of the statements of account of the Charity;
- (iv) the preparation of an Annual Report; and
- (v) the transmission of the statements of account of the Charity to the Commissioners.

**16. TERMINATION OF MEMBERSHIP**

- a) Any member or Associate Member whose subscriptions are unpaid by the due dates shall cease to be a Member and his name shall be removed from the Club Register.
- b) The National Federation of Young Farmers' Clubs, after consultation with the Club, shall have the power to suspend or disqualify any member or members of the Club as per the provisions in Rule 19 of the Constitution of the National Federation of Young Farmers' Clubs.

The provisions laid out in Rule 19 state that if any dispute arises on the question of whether a member is entitled to become or to continue to be a member or to be reinstated as a member then five arbitrators shall be elected by the Federation, none with a direct interest in the dispute. From these five nominations, three names shall be drawn by ballot by the complaining party or someone appointed by him/her and these three arbitrators shall decide on the matter in the dispute.

**17. ALTERATIONS TO THE CONSTITUTION**

- a) Any resolutions to amend or vary this Constitution must receive:
  - (i) the approval of the Council of the National Federation of Young Farmers' Clubs, and
  - (ii) the assent of at least three-quarters of those present and entitled to vote at a General Meeting of the Club, due notice of the meeting and of the resolutions having been given.
- b) No amendment shall be made to clause 2, 3 or clause 15(c) without prior approval of the Charity Commission.

Adopted by the .....

Young Farmers' Club at the General Meeting held on .....

Signed: .....

Chairman of the Club