

### Hampsthwaite Feast Committee Constitution

1. The Committee has as its objective, the organisation of the celebration of the "Hampsthwaite Feast", being the present day successor to the market and fair granted to the "hamlet of Hampsthwaite" by Royal Charter on the 27<sup>th</sup> of December 1304
2. The Committee is constituted by these rules as a non-profit making organisation. In no circumstances during the continuance of the Committee, nor after its dissolution, shall any assets or surplus funds be distributed to any member or any other person nor to any organisation that is not itself either constituted as a non-profit making organisation or charity.
3. The "hamlet of Hampsthwaite" for the purposes of the Feast Committee shall be defined as the Parish of Hampsthwaite, together with such other areas as shall be determined by a simple majority of the Committee from time to time, and shall comprise the Feast Area.
4. Any resident of the Feast Area, as defined above, shall be eligible to serve on the Committee.
5. In addition, the Feast Committee may by a simple majority, co-opt non-resident members to serve for a specified task and a fixed period of time.
6. The Feast Committee and its Officers shall be elected at the Feast AGM each autumn for the following year.
7. Feast Officers appointed shall be Chair, Vice-Chair, Honorary Secretary and Treasurer. Officers must offer themselves for re-election annually following the first three consecutive terms of office.
8. **The Feast Executive shall comprise Feast Officers plus a representative of the Parish Council in the event of this role not being filled by a serving Officer.**
9. **The Feast Executive shall report to the Parish Council each month and submit for scrutiny final accounts following each AGM**
10. The Committee quorum shall comprise four members of the Committee, at least two of which must be Feast Officers.
11. In the event of equality of voting, the Chair shall have a second and casting vote.
12. The Committee has the power to co-opt and appoint sub-committees as circumstances dictate.
13. All competitions and other events, which have a residential qualification, are open to residents of the Feast Area as defined above. In addition, the Feast Committee may by a simple majority, nominate others as eligible to enter on a year-by-year basis.
14. The Feast Weekend will normally be organised to take place during the weekend following the 17<sup>th</sup> July each year and shall include competitions, sports and such other activities as the committee shall determine from time to time.
15. Events other than the children's events, will normally be organised to be approximately self-financing. However, the Committee shall be empowered to decide, by a simple majority, to vary this guideline, as circumstances require.
16. The Treasurer shall maintain accounts sufficient to present an accurate report and statement of the Feast financial position at each AGM.
17. All cheques and financial transactions on behalf of the Feast shall require the consent and signature of at least two Feast Officers.
18. An Annual General Meeting (AGM) shall be held each year on a date in autumn as determined by the Honorary Secretary. There shall be not more than 15 months between one AGM and the next. The business of the AGM shall include: minutes of the previous AGM and any subsequent Extraordinary General Meetings (EGM), plus reports from Feast Officers, followed by the election of the Committee and Officers for the ensuing year and such other business for which notice has been given and is included in the Agenda.
19. An Extraordinary General Meeting may be summoned at any time by a majority of two thirds of the Committee present at a meeting or by petition signed by at least ten residents and delivered to the Honorary Secretary.
20. All residents are entitled to be present and to speak at an AGM or EGM and, if over 16, are entitled to vote. In the event of equality of votes, the Chair has the second and casting vote.
21. The quorum for an EGM shall be eight residents entitled to vote and including at least two Feast Officers.
22. These rules may be revoked, added to or altered on the passing of a resolution to that effect at an Annual General Meeting after due notice by at least two thirds of those present at the meeting.
23. The Committee shall be dissolved on the passing of a resolution to that effect at either an AGM or EGM after due notice by at least two thirds of those present and eligible to vote. Such a meeting shall appoint a Committee to wind up the Feast Committee and shall give general directions as to the disposal of assets subject to the rules stated in this constitution.

*Last updated November 2011 and adopted by the Hampsthwaite Feast Committee at an Annual General Meeting held on 1<sup>st</sup> November 2011.*

Signed: \_\_\_\_\_ (Chair) Date: \_\_\_\_\_

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