

LAYHAM EVENTS GROUP (LEG)

CONSTITUTION

AIMS:

- To organise events for the community to enjoy;
- To raise funds to support Layham projects and activities that will directly benefit the community of Layham;
- To unite the diverse communities of Upper and Lower Layham.

OBJECTIVES:

- We will achieve the aims by organising events, such as Christmas sales and fetes that will appeal to a variety of interests and age groups.

POWERS:

- We can hire premises and purchase equipment in order to carry out the group's activities.
- We can make leaflets, booklets or other information materials and give or sell them to people.
- We can keep a reserve in the Layham Parish Council bank account for funding future events (maximum of £1000)
- We can reimburse members for costs of purchasing items linked with organising events such as bunting, food or essential equipment through the treasurer.

MEMBERSHIP:

- There is only one category of membership
- Anyone over the age of 18 can become a member if they support the aims and objectives of the group
- Members can vote at meetings

MEETINGS:

- Meetings will be held as required when organising events
- Minutes of meetings will be kept by the secretary and agreed
- Financial records will be kept by the treasurer
- There will be an Annual General Meeting at which the treasurer will present the annual accounts and the constitution will be agreed.

ROLES WITHIN LEG:

- Chairperson
- Secretary
- Treasurer
- Other roles can be created by the group if it sees fit.

FINANCE:

- All the money raised by Layham Community Events Group will be used for the aims written in the constitution;
- All claims and payments will be made through the Treasurer.

DISSOLUTION:

- If the Management Committee by a simple majority recommends dissolution of Layham Community Events Group it will call a special general meeting (SGM) of all members giving them 7 days' notice;
- If this is approved through voting, then any monies held on behalf of the group by Layham Parish Council will be distributed to local charities as they see fit.

Constitution amended and accepted at meeting held on 7 March 2024

Sheila Roberts: Chair

Jane Cryer: Treasurer

Sue Keeble: Secretary