

KINGSBURY EPISCOPI COMMUNITY SHOP PROJECT
INTERIM CONSTITUTION

1. The name of the group shall be the Kingsbury Episcopi Community Shop Project
2. The objects of the Project shall be:
 - a. To establish and maintain a community owned and managed village shop in the Parish of Kingsbury Episcopi to supply food, household requirements and everyday necessities, together with such other services as may be conveniently provided.
 - b. To use local suppliers and producers as far as possible.
 - c. To promote a stronger spirit of community in the local area.
 - d. To acquire an interest in land or buildings required to further the above objective by way of lease, licence, purchase or otherwise.
 - e. To co-operate with other bodies that have a like interest in the Project's objectives.
3. The Project is to convert itself into a legal entity such as an Industrial Provident Society at a time to be determined by the committee of management described below. At the date of conversion, a revised set of operating rules, appropriate to the legal structure, is to be brought into use.
4. Membership of the Project shall be open to any person aged 18 or over, who agrees with the objects
5. A single subscription of £5 shall entitle any person to become a member. A member shall be entitled to one vote at any general meeting of the Project. The Committee must keep an up to date register of members.
6. The office-holders of the Project shall consist of a Chairman, Secretary, and a Treasurer. Officers shall be elected annually at an Annual General Meeting to be held each year in October, or as soon as possible afterwards.
7.
 - a. The direction and management of the Project shall be vested in a committee consisting of the office-holders and up to six other members who shall be elected annually.
 - b. Vacancies due to death or resignation amongst these members shall be filled at the Annual General Meeting, but the Committee may co-opt a member if the vacancy occurs during the year.

- c. Additionally, the committee may co-opt further members to provide specialist support and knowledge.
8. In addition to the powers mentioned in Rule 7, the Committee may:
 - a. Fill any casual vacancy amongst the office holders
 - b. From time to time make such regulations and arrangements consistent with the rules as they deem expedient.
 - c. Meet at such times and places as it shall decide in order to conduct the business of the Project, with a minimum of four meetings in addition to the AGM.
 - d. Remain in office until the new members of the Committee for the ensuing year have been elected.
9. Four shall form a quorum of the elected members, and in cases of equality of votes the Chairman shall have a second and casting vote.
10. The Committee shall appoint an Executive Committee comprising three elected members to deal with any urgent matters relating to the Project, but any action taken by the Executive Committee shall be confirmed at the next full Committee meeting.
11. An Annual General Meeting of the Project shall be held in October each year on a day to be fixed by the Committee.
 - a. To receive from the Committee a report with independently examined accounts for the preceding year or period.
 - b. To elect the office-holders, Committee and independent examiner for the ensuing year.
 - c. All registered members are entitled to attend and vote at the meeting.
12. A Special General Meeting may at any time be called by the Committee at its discretion, or shall be called upon a written request, signed by at least twenty members of the Project, in which case a meeting shall be held within fourteen days of receipt of such a request.
13. No resolution, (other than those relating the business specified in Rule 11) shall be moved at the Annual General Meeting unless notice of the proposed resolution has been given in writing to the Secretary at least seven days prior to the date of the meeting.
14. Notice of the Annual General Meeting shall be delivered to every registered member at his or her last known address at least 21 days before the date of

the meeting.

15. No alteration to these rules shall be made except at a general meeting, and then only by resolution passed by not less than two-thirds of those members present and entitled to vote. The rules of the legal entity specified in Rule 3 are to similarly be agreed by the last Annual/Special General Meeting of the unincorporated Project as it converts to the chosen legal structure.
16. The Project shall have the power to accept donations from its members or issue Bonds or Shares (in accordance with the rules of the eventual incorporated organisation) upon such reasonable terms as it may determine.
17. If the objects for which the Project has been formed cannot be fulfilled, then its assets shall be realised, and, after any creditors have been satisfied, the remaining monies shall be distributed to Bondholders in direct proportion to their holdings. If, having repaid the Bondholders in full, there remains a surplus, it shall be distributed to groups within the community, at the discretion of the management committee.
18. The Project shall not incur debt over and above the issue of Bonds
19. There shall be one or more bank or building society accounts in the name of the Project. Cheques must be signed by two committee members, who must not be related or live in the same house.
20. The Committee shall ensure that appropriate insurance is in place to protect members of the project and members of the public.
21. A copy of this constitution shall be available to all members on request.

This constitution was approved at a general meeting of the Kingsbury Episcopi Community Shop Project at the Wyndham Arms, Kingsbury Episcopi, on October 22nd 2008.

Signed

Chair..... Date.....

Secretary..... Date.....

Treasurer..... Date.....

Fundraising Coordinator..... Date.....

