



CONSTITUTION OF: Grand Union Wine Society

1. Name

The name of the Society shall be: Grand Union Wine Society

2. Aim

The aim of the Society shall be to promote the enjoyment of wine in a relaxed social setting.

To achieve its aim the Society may:

- Offer the benefits of membership for which an annual subscription can be charged.
- Open bank accounts.
- Take out insurance.
- Organise monthly wine tasting events.
- Hire premises for events.
- Reimburse reasonable and necessary expenses, properly incurred when acting on behalf of the Society.

3. Membership

- (a) Membership of the Society shall be open to any person over 18 who is willing to comply with the practices of the Society, and whose application for membership is supported by an existing member.
- (b) Members may attend meetings, subject to capacity of the venue and on advance payment of a meeting fee. Members may apply to bring guests to meetings; guest attendance will be subject to capacity and the advance payment of a guest fee.
- (c) The Committee shall determine a maximum number of members of the Society to ensure that all members have a reasonable chance to attend events and will hold a waiting list of prospective members if this maximum is reached.
- (d) The membership year will run from the 1st of September each year.
- (e) Membership shall be available to anyone regardless of any legally protected characteristic.
- (f) Attending members only may vote at General Meetings; each shall have one vote per resolution.
- (g) A member may resign at any time. A member may be deemed to have resigned, for good reason, such as failure to pay subscriptions when due, subject to appeal to the Committee.

- (h) The Committee will keep a register of members which will include details of their names, addresses, and contact details as outlined in the Society's privacy policy and in line with current UK law.
- (i) To meet its aim, the Society expects its members, when dealing with the Society and other members, to exhibit conduct which is courteous, respectful, considerate, and temperate.

4. Management

- (a) The Society shall be managed by a Committee of 7 to 12 members, which includes named roles.
- (b) The named roles shall include at least, the Chair, the Treasurer, and the Secretary
- (c) The Committee shall meet at least twice a year.
- (d) The Chair, or their designate, shall chair all meetings of the Society.
- (e) The quorum for Committee meetings shall be 40% of the number of members of the Committee.
- (f) The election of all Committee members will be proposed, seconded, and voted for annually at the Annual General Meeting, following a call for nominations at least 14 days beforehand.
- (g) The Committee will appoint to the named roles from within their number.
- (h) The Committee may appoint, with their agreement, any member of the Society as a Committee member.
- (i) The Committee may, by a two-thirds majority, vote and, for a good and proper reason, remove any Committee member, subject to appeal.

5. Duties of the named roles

The duties listed here may be delegated to another Committee member when necessary.

(a) The duties of the Chair are to:

- Oversee activities of the Society.
- Chair meetings of the Committee.
- Represent the Society at events to which the Society has been invited.
- Act as spokesperson for the Society when necessary.

(b) The duties of the Secretary are to:

- Take and keep minutes of meetings.
- Prepare the agenda for meetings of the Committee and the Society in consultation with the Chair.

(c) The duties of the Treasurer are to:

- Supervise the financial affairs of the Society.
- Keep proper accounts that show all monies collected and paid out by the Society.
- Collect payments and pay invoices approved by the chair.
- Maintain an up to date record of members.
- Arrange for the independent scrutiny of the accuracy of the annual accounts.
- Present the annual accounts at the AGM.

6. Conflicts of interest

Any member of the Committee will declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed transaction or arrangement with the Society. The Chair will advise on whether the member should withdraw from the meeting during consideration of that item.

7. Finance

- (a) Society funds shall be used only for the purposes of fulfilling the aims of the Society.
- (b) Bank accounts opened for the Society shall be in the name of the Society.
- (c) Financial transactions will be undertaken by the Treasurer and subsequently scrutinised by one other member of the Committee.
- (d) Annual accounts will undergo a review by a scrutineer independent of the Committee prior to the AGM.
- (e) The Financial Year for the Society runs from 1st June to 31st May each year.

8. Annual General Meeting

- (a) The Society shall hold an Annual General Meeting (AGM) soon after the end of the Financial Year.
- (b) The AGM may be held as a virtual meeting if circumstances preclude a meeting in person.
- (c) Members shall be given at least 30 days' notice of an AGM.
- (d) Members may submit items for discussion, which have been supported by a seconder, until 14 days before an AGM.
- (e) Members shall have the agenda, including any resolutions proposed, the Chairman's report and the annual accounts, circulated 7 days before the AGM.
- (f) All members will be entitled to attend, and if so vote. The quorum for an AGM shall be 25 members.
- (g) The business of the AGM shall include:
 - Approval of minutes of the previous General Meeting
 - A report from the Chair on the Society's activities over the year
 - The annual accounts from the Treasurer
 - Election of the Committee
 - Consideration of any other matter as may be decided.

9. Extraordinary General Meeting

An Extraordinary General Meeting (EGM) may be called by the Committee, or by any 15 members, to discuss an urgent matter. The Secretary shall give all members fourteen days' notice of any EGM, together with notice of the business to be discussed. All members shall be entitled to attend and vote. If necessary, the meeting may be held virtually. The quorum for an EGM will be 20 members.

10. Alterations to the Constitution

Any changes to this Constitution must be presented as a resolution at a General Meeting, be proposed and seconded, and agreed by at least two-thirds of those members present before adoption.

11. Dissolution

The Society may be wound up at any time if agreed by two-thirds of those members present and voting at a General Meeting. In the event of winding up, any assets remaining after all debts have been paid shall be given to a Charity chosen by the membership and confirmed at the said General Meeting.

This constitution was adopted at a general meeting of the Society on

_____ [date]

Signed by:

Chair:

Secretary:

Treasurer:

Other Committee members: