

Oxfordshire Beekeepers Association

Registered Charity no. 1005846

Constitution

The name of the Association shall be “The Oxfordshire Beekeepers Association”

1. Objects

The objects of the Association shall be to improve the practice and science of apiculture for the public benefit. In furtherance of the above objects but not further or otherwise the Association shall have the following powers or “purposes”:

- a) To encourage beekeeping on efficient and up-to-date principles.
- b) To control and eradicate bee diseases and to promote bee welfare.
- c) To advise beekeepers on the management of their apiaries.
- d) To organise and hold exhibitions of bees, honey and beekeeping related appliances and to acquire books and appliances for the use of members and to impose charges for the use of same.
- e) To arrange meetings of members for practical instruction for education by means of lectures and to encourage the craft of beekeeping.
- f) To take such steps as may advance the objects of the Association.

2. Management of Association

- a) The management of the Association shall be vested in the trustees. The trustees shall form an Executive Committee to manage the day to day activities of the Association. The Executive Committee shall consist of a Chairman, Vice-Chairman, Honorary Secretary, Honorary Treasurer, (“officers”) plus a maximum of 8 elected trustees. Five Committee Members shall form a quorum at a Committee Meeting. There may be a President and Vice-President(s).
- b) The chairman of the committee shall be elected by simple majority of the trustees at the first committee meeting following the A.G.M.
- c) All trustees must sign the Charities Commission declaration that they are not barred from serving as a trustee, or have been convicted of any criminal offence.
- d) Trustees must hold at least three meetings a year.
- e) Minutes shall be taken at each meeting and circulated within two weeks.
- f) If trustees have a conflict of interest on an issue being discussed, they must declare it and leave the meeting whilst the issue is discussed or decided.
- g) During the year, the trustees may appoint up to two additional trustees. They will stand down at the next AGM.
- h) The trustees may make reasonable additional rules to help run the charity. These rules must not conflict with the constitution or the law.

3. Carrying out the Purposes

In order to carry out the charitable purposes, the trustees have the power to :

- a) Raise funds, receive grants and donations
- b) Apply funds to carry out the work of the charity
- c) Co-operate with and support other charities with similar purposes
- d) Do anything which is lawful and necessary to achieve the purpose

4. Membership

The Association shall have a membership. People who support the work of the Association and who are aged 16 or over can apply to the trustees to become a registered member. Once accepted by the trustees membership lasts for one year and may be renewed. The trustees will keep an up to date membership list.

- a) Categories of membership shall be :
 - i. Registered (ordinary member)
 - ii. Honorary (members, who in the estimation of the executive committee, have given exemplary service to the Association for many years)
 - iii. Partner (see b) below)
 - iv. Associate (registered member of another Association)
- b) Partner members shall be individuals who live at the same address as an ordinary member. Associate members shall be those who are full members of another BBKA-affiliated association. The minimum age stated above will not apply to partner members. The minimum age for partner members will be 8. However, partner members aged between 8 and 16 must be accompanied at meetings and visits by a registered member.
- c) Registered and partner members aged 16 and above will have equal voting rights at Annual General Meetings and Special General Meetings. Honorary and Associate members will have no voting rights.
- d) The trustees may remove a person's membership if they believe it is in the best interests of the Association. The member has the right to be heard by the trustees before the decision is made and can be accompanied by a friend.
- e) The Association may be divided into local districts as the Executive Committee may from time to time determine, each of which may have its own committee members; two members to be ex-officio members of the Executive Committee.

5. Subscription

The annual subscription shall be such sum as shall be decided by the AGM, payable on January 1st. Members who have not renewed their subscription by 25th February will be deemed to have relinquished membership by default. The Association year shall coincide with the calendar year. The annual subscription entitles members to:

- a) Minimum insurance against notifiable diseases on a number of hives as specified by BDI (Bee Disease Insurance Ltd). Members may insure against additional hives by payment of the appropriate fee to the Association.
- b) Indirect membership of the British Beekeepers' Association with restricted third party liability cover.

6. Annual General Meeting

- a) The Annual General Meeting shall be held every year, normally in March, for the adoption and passing of reports and accounts and election of trustees. 14 days' notice with agenda shall be given to every member. Notice of any resolutions, or proposals of changes in constitution rules, with names of proposers and seconders, shall reach the Secretary by 15th February for inclusion in the agenda.
- b) The AGM shall elect the President and the Vice-President(s), who need not be members but may stand for re-election.
- c) Members shall elect between 3 and 12 Trustees to serve for the next year. They will retire at the next AGM, but may stand for re-election. All Trustees shall be members of the Association.
- d) The Chairman shall present the Annual Report.
- e) The Treasurer, on behalf of the Trustees, shall present the Financial Report and Accounts. A copy of the report and accounts will be available to any member, on request.
- f) The Secretary shall present a report on the attendance of the Trustees at Executive Committee meetings.
- g) Every member present has one vote.
- h) There must be at least ten members present (a quorum) at the AGM. If this number is not achieved within half an hour of the published start time, the meeting has to be cancelled and re-arranged.
- i) Any member may stand for election as a trustee.
- j) For the election of trustees, voting is by simple majority.
- k) For changes to the constitution or adoption of resolutions, a two thirds majority of members present is required.
- l) Minutes must be kept, published and issued to all members within two weeks of the AGM.

7. Special General Meetings

- a) Special General Meetings may be called on receipt of a request signed by not less than ten members, or when deemed necessary by the Executive Committee. Every member shall receive 14 days notice with agenda. Where the meeting is called for the dissolution of the association, members will receive 21 days' notice with agenda.
- b) Issues that would require a SGM could include a change to the constitution which could not wait until the AGM, dissolution of the association, or a case of alleged gross misconduct by a member or trustee. The meeting is called so that the membership can decide on the issue. All decisions

require a two thirds majority of the members present for the motion to pass. Minutes must be kept by the secretary.

- c) The Chairman at all meetings of the Committee or Association shall have a deliberate and a casting vote.

8. Money and property

- a) The Trustees shall be empowered to open and hold bank accounts in the name of the Association into which all monies shall be paid. Two signatures from the Trustees, shall be required for cheque validation.
- b) Proper books of account shall be kept for which the financial year shall end on 31st December, such books being subject to independent audit.
- c) Money and property must only be used for the Association's purposes.
- d) Trustees cannot receive any money or property from the Association, except to refund reasonable out of pocket expenses.

9. Dissolution

The Association may be dissolved by a resolution passed by a two-thirds majority of those present and voting at a Special General Meeting convened for the purpose of which 21 days' notice shall have been given to members. Such resolution shall give instructions for the disposal of any assets held by or in the name of the Association, provided that if any property remains after satisfaction of all debts and liabilities, such property shall not be paid to or distributed among the members of the Association but shall be given or transferred to such other charitable institutions or institutions having objects similar to some or all of the objects of the Association; if and in so far as effect cannot be given to this provision then to some other charitable purpose.

10. Changes to the Constitution

Alterations to this Constitution shall receive the assent of two-thirds of the members present and voting at an Annual General Meeting or Special General Meeting. A resolution for the alteration of the Constitution must be received by the secretary of the County Association at least 21 days before the meeting at which the resolution is to be brought forward. At least 14 days' notice of such a meeting must be given by the Secretary to the membership and must include notice of the alteration(s) proposed. With reference to Clauses 1 (Objects), 9 (Dissolution) and 10 (Constitution) alterations can be made provided that they do not have the effect of causing the Association ceasing to be a charity in law.

By agreement of an Annual General Meeting or Special General Meeting changes may have immediate effect.

Adopted 8th March 1991
Amended 18th October 1991

Amended again 17th April 1999
Amended again 28th March 2003
Amended again 26th March 2008
Amended again 27th March 2013
Amended again 8th July 2013
Amended again 25th March 2015
Adopted at AGM 25th March 2015