



THE CORNWALL CAMELID ASSOCIATION CONSTITUTION

As amended at 2024 AGM

1. NAME: The name of the association shall be 'THE CORNWALL CAMELID ASSOCIATION' hereinafter called the 'Association'.

2. OBJECT: The objects of the Association shall be to undertake the following activities throughout Cornwall:

- To promote camelid keeping
- To improve camelid welfare
- To educate and train camelid owners and potential owners in all aspects of camelid husbandry
- To investigate and promote economic opportunities relating to camelids and camelid fibre
- To provide a forum for the mutual interchange of ideas, practices and information.

The Association will be non-profit making and will use its resources solely for the furthering of the Objectives of the Association.

3.1 MEMBERSHIP: The membership of the Association shall be those who are resident in Cornwall or Devon, who keep camelids or who have an interest in camelids or camelid fibre and who pay the subscriptions at the appropriate rate or rates and for the period or periods determined by the Association in General Meeting, all subscriptions being payable in advance.

Membership shall be renewable annually.

There shall be two classes of member:

1. ORDINARY MEMBERS who are resident in Cornwall and Devon
2. HONORARY MEMBERS.

Both classes shall have full voting rights. Honorary Members are members to whom free membership is offered. These are appointed at the AGM.

3.2 Any Member wishing to withdraw from the Association must give 7 days' notice in writing to the Secretary, who will remove their names from the register of member and notify all other bodies to which the Register of Members has been sent, at the expiry of the end of notice period.

3.3 If at any time the Committee is of the opinion that the interests of the Association so require, it may by letter invite any member to resign from the Association within a time specified in the letter.



Examples of the circumstances in which the Committee may invite resignation include but are not limited to:

- Breach of Health and Safety Regulations
- Failure to treat Association equipment and property with respect
- Inappropriate conduct
- Conduct which may bring the Association into disrepute

- If the member does not resign, the question of the expulsion must be submitted to an Extraordinary General Meeting convened in accordance with Clause Six below, to be held within three weeks of the date specified in the letter as the date before which they are invited to resign.

- The Member whose expulsion is sought must be given notice in writing of the meeting and the grounds on which it is sought to expel them, at least one week before the meeting.

- At the meeting the member must be allowed to offer any explanation or defence that he thinks fit, either verbally or in writing.

- If two-thirds of the members present and entitled to vote at the meeting vote for expulsion, the member immediately ceases to be a member.

- No member who has been expelled shall be entitled to reapply for membership for a period of time to be decided by the EGM.

- A member who resigns or is expelled from the Association shall not be entitled to any refund of annual subscription.

4. OFFICERS: The Officers of the Association shall have voting rights, hold office for 2 years until the next Annual General Meeting, be eligible for re-election and be elected by the Executive Committee. They shall comprise:

- a) **CHAIRPERSON** The Chairperson shall hold office for a maximum of 2 years, not eligible for re-election to the role of Chairperson for another 2 years term, except in the event of no other persons being willing to stand and ALL officers being in agreement.
- b) **SECRETARY**
- c) **TREASURER**



5. MANAGEMENT: The Management of the Association shall be conducted by an Executive Committee elected at the AGM. The Executive Committee shall consist of:

- a) The officers listed in Clause 4 plus further committee members as felt appropriate, generally up to 6.
- b) The Secretary, or Treasurer (in that order) taking on the role of Chairperson at said meeting, if the Chairperson is not present.
- c) The Executive Committee shall be able to co-opt Ordinary members onto the Committee to fulfil specific roles during the year.
- d) A Quorum shall be four committee members elected at the AGM, two of whom shall be elected officers.
- e) In the event of equality of votes, the Chairperson or Acting Chairperson shall have a second or casting vote.
- f) Where there is no Quorum those present may form themselves into a 'working party'. Recommendations discussed may be ratified at the next full committee meeting.
- g) Executive Committee meetings will be held at least quarterly after the AGM.

6. GENERAL MEETINGS: The Association shall hold a General Meeting in every calendar year (but not more than 15 months apart), as its Annual General Meeting at such time and place as may be determined by the Executive Committee and shall be specified in the notice of the meeting. All General Meetings other than the AGM shall be called Extraordinary General Meeting (EGM).

An Extraordinary General Meeting may be called by the Executive Committee at any time or shall be called by request in writing of 12 members of the Association, stating their names and specifying the matter which they want to discuss. This information shall be sent to the Secretary who will convene the Meeting. The business to be discussed shall be stated on the notice convening the EGM and no other business shall be discussed.

The notice required in the calling of all General Meetings shall be three weeks. A Quorum for those Meetings shall be 25% of the members with full voting rights, as outlined in this Constitution.

7. COMPLAINTS PROCEDURE: If a member has a complaint on an issue or about another member, they may report it to one of the Committee in writing, who will inform the whole Committee.

One of the three main Officers (Chair, Secretary, Treasurer) and two other Committee members will form a working group to discuss and investigate the complaint raised, in confidence, taking any advice required. They will decide how best to resolve the matter and will report back with a resolution or recommended next steps within 28 days.

8. FINANCE: All disbursements (other than routine administrative matters by the officers already authorised in general by the Executive Committee) shall be approved by the Executive Committee and duly recorded in the minutes. The Treasurer is empowered however to authorise individual items



of expenditure not exceeding £100 in total on any one occasion. Such action is to be reported to the Committee at the next meeting.

Proper financial records shall be kept by the Treasurer, and annually shall be audited by an independent person or persons appointed by the Executive Committee.

At the AGM each year the Treasurer shall place before the members an audited INCOME AND EXPENDITURE ACCOUNT and BALANCE SHEET for the previous year.

The rate of ANNUAL SUBSCRIPTION shall be decided by the AGM.

9. WELFARE FUND: A sum of £150 be reserved in the bank account, for the sole purpose of any welfare issues. Two of the appointed Welfare Officers have delegated powers to agree to provide emergency feed or medications up to a maximum of £50 per issue, from the fund.

10. AMENDMENT OF THE CONSTITUTION: Proposals for the amendment of the Constitution must be included and specified in the formal agenda of a General Meeting and shall only be made by a vote of the majority of voting members present.

11. DISSOLUTION OF THE ASSOCIATION: The Association may be dissolved by a resolution passed by a majority of voting members present at an Extraordinary General Meeting convened for the purpose of which Notice (prescribed by Clause 6) has been given. Such a resolution may give instructions for the disposal of any assets held by, or in the name of the Association, provided that if any property remains after the satisfaction of all debts and liabilities, such property shall not be paid to or distributed amongst the members of the Association, but shall be given or transferred to such other institutions, having objects similar to the object of the Association, as the Association may determine. If effect cannot be given to this provision, then such assets shall be given to some other benevolent purpose.

12. VOTING:

- a) All Members shall have one vote, by show of hands, (save varied herein).
- b) Where the Executive Committee so decides, postal voting will comprise a valid note on matters notified in the newsletter containing an appropriate voting slip. Any member unable to attend the General Meeting may vote by returning the signed slip to the Secretary, no later than two days before the General Meeting.
- c) A voting member may request a proxy vote by contacting the Secretary prior to an AGM or EGM.

13. INDEMNITY FOR OFFICERS: The officers shall be indemnified from Association funds against any uninsured liability incurred by them on behalf of the Association.

Certified as a true copy of the Constitution of the Cornwall Camelid Association, approval having been given at the Annual General Meeting held on 30th January 2024