

Northumberland and Tyneside Bird Club

Name & Charitable Status

This association shall be called the Northumberland and Tyneside Bird Club (the Club). The Club is a registered charity under The Charities Act 2011. The recording area of the club comprises the county of Northumberland and the metropolitan boroughs of Newcastle and North Tyneside (the Club recording area).

Aims

To advance the education of the general public in the knowledge and understanding of ornithology to promote research in ornithology and in any particular aspects thereof as may from time to time be approved by the committee and publish the useful results of such research.

To promote for the benefit of the public the conservation, protection and improvement of the physical and natural environment, in order to promote the welfare and diversity of the local bird population.

In furtherance of these aims but no further or otherwise the club shall have the following powers:

- 1) To provide for the production of a regular bulletin and an Annual Report and other publications as approved by the Committee.
- 2) To organise field outings, lectures and indoor meetings.
- 3) To co-operate and assist in the work of other individuals and organisations with similar objects and pursuing charitable activities concerned with ornithology in North East England.

Membership

Membership shall be open to all who have an active or beneficial interest in ornithology.

An annual subscription shall be charged. The subscription shall become due on the 1st of October each year and will be set at the preceding AGM.

Any Member whose subscription has not been paid by 31st December will cease to be a member and cease to receive copies of club publications immediately.

A reduced subscription rate will be charged to Junior Members aged 18 years or less.

A special subscription rate for family membership of less than twice the annual adult subscription will entitle families to one copy of the bulletin each month and to one copy of the annual report. Family membership will give the privileges of membership to each member of the family resident at the same address.

Institutional members will be charged at a subscription rate approved by the Committee. Institutional members shall have only one vote at the AGM.

Life membership shall be available to all club members at a subscription rate determined by the committee.

Honorary membership shall be available to any person whom the Committee deems to be deserving of such an honour.

The Club reserves the right to expel any member whose behaviour is held to be irresponsible or detrimental to the interests of the Club. A simple majority decision of the Committee shall be sufficient to effect the expulsion. The member shall be notified of the date of the Committee meeting at which the expulsion is to be discussed and have the right to attend that meeting.

Committee & Club Officers

Election

The Annual General Meeting (AGM) for the election of the Committee shall be held in October.

The Committee, who are the Trustees of the Charity, shall consist of a maximum of nine Club members.

Nominations for the Committee shall be proposed and seconded by Club members and received by the Secretary no later than 21 days prior to the AGM.

Members of the Committee shall be eligible for re-election. elections will be held annually as required to maintain a maximum of nine committee members.

Should only nine nominations be received these members shall constitute the committee. Should less than nine nominations be received the committee may appoint extra members. Should more than nine nominations be received each member present at the AGM may use a maximum of nine votes and the committee shall be elected by a majority decision.

The Committee shall elect, from their members immediately after the AGM, the following Club Officers: Chairman, Secretary, Treasurer, Recorder.

The committee may appoint individuals for other roles or sub-committees as it deems appropriate.

Procedures

The Committee shall meet as required to efficiently manage the affairs of the club.

Five Committee members shall constitute a quorum and a simple majority decision will carry a motion. The Chairman shall have a casting vote.

Minutes of the Committee meetings shall be kept by the Secretary and will be made available for inspection by Club members on request.

Except in the case of ill health or business reasons, if a Committee member misses three consecutive meetings their membership of the Committee may be forfeited. The remaining committee may co-opt a club member to take their place until the next AGM.

Officer Key Responsibilities

Chairman:

The Chairman shall be responsible for a general overview of club affairs and ensure that the aims of the Club as stated in the Constitution are upheld.

Secretary:

The Secretary shall deal with correspondence relating to Club matters and ensure that an adequate record is kept of such correspondence. The Secretary shall provide a report on matters of interest and importance during the previous twelve months to the Club members at the AGM.

Treasurer:

The Treasurer shall keep a proper account of the Club finances showing source of revenue, authorised expenditure and balance in hand, and arrange for the independent audit of the accounts. The Treasurer shall present annual accounts at the AGM.

Recorder:

The Recorder shall manage the assessment of all ornithological records and descriptions from members and other observers and be responsible for all correspondence relating to records. The Recorder shall chair all meetings and business of the Records Committee.

Records Committee

The Committee shall elect annually four people, at least three of whom should be club members, to join the Recorder to form a Records Committee whose job it is to consider all ornithological records for publication in the Annual Report. Each of the elected members shall serve no more than four consecutive years. Members shall not be eligible for re-election until 12 months has passed since their last term of office on the Records Committee.

Records shall be accepted by majority decision for publication in the annual report. The Records Committee has the option of consulting other specialists before reaching a decision.

The Recorder shall notify the observer in writing of the acceptance or rejection of records where these have been scrutinised by the Records Committee.

Finance

The Committee shall recommend an annual subscription for the Club. The subscription shall be confirmed at the AGM.

An account shall be held at an approved bank or building society under the control of the Treasurer. The financial year shall end on 30th June.

There shall be a minimum of three approved signatories for cheques and a minimum of two shall sign all cheques.

Accounts shall be examined by an independent person elected at the AGM. After examination the accounts shall be presented for adoption at the next AGM. A copy of the Accounts shall subsequently be published.

Expenditure in excess of £500 must be approved by a simple majority of Committee members present at a Committee meeting.

Constitutional Amendments

Amendment of this Constitution shall require the support of at least 2/3 of the members present at the AGM or meeting called for this purpose.

Extraordinary General Meetings (EGMs) may be called by the Committee or by a minimum of six members.

Resolutions to amend the constitution must be received by the Secretary at least 21 days before the meeting at which the resolution is to be discussed. All resolutions must be proposed and seconded by Club members. The Secretary must give members

14 days notice of such a meeting and details of the proposed amendments.

No alteration to the Aims or clauses on Constitutional Amendments and Dissolution or Amalgamation shall take effect until the approval in writing of the Charity Commissioners or other authority having charitable jurisdiction shall have been obtained. No amendments shall be made to the the constitution which would cause the Club to cease to be a charity in law.

Dissolution or Amalgamation

If at any time it becomes necessary to wind up the Club or it is proposed to amalgamate with another Club or Society an extraordinary meeting shall be called. A minimum of two thirds of the members present must vote in favour to carry a proposal. Prior notice of such a meeting shall be sent to all Club members in writing at least 28 days prior to such a meeting.

If any money or assets remain after settlement of all debts these shall be given to another charitable organisation or organisations having similar objectives to the Club. Any proposal in relation to this should be the subject of a member's vote at the extraordinary meeting. A minimum of two thirds of the members present must vote in favour to carry a proposal.