

1. Name

The name of the group shall be "The Rippingale Village Design Committee", (hereinafter called "the Committee").

2. Objectives

The objectives of the Committee shall be:-

- 2.1 To monitor and assist the implementation of the policies of the Village Design Statement, and to ensure that the wishes of the village as a whole, are heard by the appropriate planning authority in respect of individual planning applications.
- 2.2 To co-ordinate and steer village improvement projects on behalf of the residents of Rippingale.
- 2.3 To act as point of contact and source of information for any relevant project.
- 2.4 To publicise such projects to ensure that the village, as a whole, understands their scope and is fully involved.
- 2.5 To liaise with the Parish Council with regard to any projects being undertaken, and any planning applications under consideration..
- 2.6 To arrange finance to meet the administration and project implementation costs of the Committee, through seeking appropriate grants, and through its own fund-raising efforts.

3. Membership

- 3.1 Membership of the Committee shall be restricted to residents of the village of Rippingale.
- 3.2 The Committee, when complete, shall consist of 8 Elected Members. Subject as hereinafter provided for casual vacancies. Elected Members shall be appointed at the annual general meeting (AGM) and shall hold office for a period of 2 years from the end of the AGM at which they were appointed.
- 3.3 A casual vacancy in the office of Elected Member may be filled at a meeting of the Committee to take effect from the date of that meeting and shall be for the period to the date of the next AGM.
- 3.4 Other than as stated in article 3.1. the membership shall be open, irrespective of political party, nationality, religious opinion, race or colour.
- 3.5 The Committee shall have the right to invite to any meeting, or to co-opt to the Committee for a given period, any person they consider able to further the objectives of the Committee. Such persons shall not be allocated any voting rights.

4. General Meetings

4.1. Annual General meeting

- 4.1.1 An annual general meeting shall be held in the month of March or as soon as practicable thereafter.
- 4.1.2 All residents of the village of Rippingale of age 18 years and above shall be entitled to attend and vote at the annual general meeting.
- 4.1.3 At least 28 days public notice shall be given of every annual general meeting.

4.2. Special General Meetings

Special General Meetings shall be held as stated elsewhere in the Constitution.
Public notice of such meetings must be given not less than 28 days prior to the meeting in question.

4. General Meetings (Continued)

4.3. Ordinary General Meetings

- 4.3.1 General Meetings may be called by the committee as it see fit, when it is deemed that matters arising from Paragraph 2.1 above need to be put to public consultation. Where possible, at least 28 days notice should be given prior to such a meeting, but where this is not possible then steps should be taken to maximise publicity of the meeting

5. Termination of Membership

- 5.1 Any member wishing to resign from the Committee shall give notice in writing to the Secretary.

6. Management

- 6.1 The Officers of the Committee shall be a Chair, Treasurer, Secretary and Planning Co-ordinator. The duties of the Planning Co-ordinator shall be defined by the Committee from time to time.
- 6.2 The Officers shall be elected by the Committee members from the Committee itself.
- 6.3 The Committee shall meet as necessary to consider any matters requiring its attention as aforementioned at 2.6 above or for the consideration of projects work.
- 6.4 All members of the Committee shall have equal voting rights, and decisions shall be on the basis of a straight majority. In cases where no majority arises, the Chair shall have the casting vote. Decisions of the Committee shall be valid only when a quorum of that Committee is present, and a quorum shall be deemed to be four members.
- 6.5 Minutes shall be taken of all meetings, and distributed to all Committee members. Minutes of meetings shall be available to any person on request to the Secretary.
- 6.6 The Treasurer shall prepare full financial accounts for the Committee, and shall present to the Committee a full financial statement every 3 months, or at the request of the Committee. Such accounts may be disclosed to any person on request to the Secretary.
- 6.7 In the absence of the Chair, meetings may be chaired by any elected officer of the Committee.

7. Dissolution

- 7.1 The life of Committee shall be at the discretion of the Committee members.
- 7.2 If a majority of members of the Committee shall decide that it is advisable to dissolve the Committee, it shall call a Special General Meeting. If, at the meeting, a motion to dissolve the Committee is passed by a majority vote, the Committee shall have the power to dispose of any assets held in the name of the Committee.
- 7.3 On dissolution of the Committee, any assets remaining, after all outstanding debts have been paid, shall be disposed of in accordance with the wishes of the original donors. At no time shall any members of the Committee be entitled to any share of the assets of the Committee.

8. Alterations to the Constitution

- 8.1 Any proposal to alter the Constitution shall be delivered, in writing, to the Secretary, not less than 14 days before the Committee meeting at which it is due to be considered, and shall state the wording of the proposed alteration.
- 8.2 Any alteration shall require the approval by a majority vote at a Special General Meeting.