



The Constitution of The Binsted Fete



Name and type of Organisation	The Binsted Fete An Unincorporated Association
Objectives	The primary objective of the Organisation is to organise and run the Binsted Fete (the 'Fete') every summer. A secondary objective is to make the Fete profitable enough to refill the Fete bank account(s) to be able to hold the Fete the following year, and where possible have surplus funds that can be used to support good causes.
Background	The ethos of Binsted Fete is that it is a fun, family friendly, traditional village fete. Whilst there shall be no defined requirements for the day, the Fete is a community event that provides activities and interests for the local community to enjoy. Examples of attractions historically available include teas and tombolas, raffles and tractor rides, a bar and bbq, bouncy castles and book stalls. A large part of the Fete is traditionally the Flower, Produce, Craft and Photography competitions which allow the local community and Fete visitors to show off their creative skills in the garden, kitchen, workroom or darkroom. The Fete often also includes a fun family dog show which attracts entrants from across the region. A 'Young Entrepreneur Village' has been one of Binsted Fete's 'unique selling points'. Children aged 16 and under with an idea can run a stall and earn themselves some spending money.
Equal Opportunities	Binsted Fete is open to all who share and support the organisation's aim of running an inclusive community event and Members (defined below) are welcomed from all parts of the community.
Committee Members	Each year at an Annual General Meeting called in accordance with this Constitution a committee of active members of the Fete Organisation (the 'Members' and the 'Committee') will be appointed by those in attendance. The number and roles of Members shall vary from year to year but shall typically comprise: <ul style="list-style-type: none"> (i) A Chairperson; (ii) A Secretary; (iii) A Treasurer; (iv) A Stalls Co-ordinator; (v) A Dog Show Organiser; (vi) A Sponsorship Co-ordinator; (vii) A Flower and Produce Show Organiser; (viii) A Photography Show Organiser.

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	<p>There shall be at least three Members at any one time.</p>
AGM and other meetings	<p>An Annual General Meeting of the Organisation (the 'AGM') will be held annually, usually in the Autumn and will be open to the public to attend.</p> <p>There will be a maximum of 15 months between AGMs.</p> <p>Written notice will be made (Binsted Fete Website, Parish Magazine and Social Media) of the date and time of the AGM a minimum of 6 weeks in advance of the date of the AGM.</p> <p>The agenda for the AGM will be published a minimum of one week prior to the date of the AGM on Social Media.</p> <p>Additional Business Items and questions can be submitted a minimum of 24hours prior to the start of the AGM. Other business can be raised by attendees at the AGM, but inclusion on the Agenda and/or voting upon these items will be at the Chairperson's discretion.</p> <p>Further meetings of Members may be held during the year, both full Committee and smaller subcommittee groups.</p> <p>Full Committee meetings including all Members will be open for public attendance, where new volunteers are welcome to attend. These meetings will be advertised on Facebook and the Binsted Fete website.</p> <p>Sub committee meetings will be open to invited persons only.</p>
Rules of Procedure	<p>Each AGM will have a pre-released Agenda, be facilitated by the current Chairperson of the Committee and have minutes taken by the Secretary, which will be shared on the Fete website no later than two weeks after the date of the AGM.</p> <p>Elections of Committee Members will take place at the AGM and will be proposed and seconded by two separate existing Members and then approved by a majority of the persons in attendance at the AGM.</p> <p>Committee Members may stay in their roles, without the need for re-election at the AGM, unless there is a new volunteer or challenge for the role. At which point the person or persons seeking election should put their names forward for consideration and be appointed if they are successful in gathering the support of the majority of persons in attendance at the AGM.</p> <p>All other decisions at the AGM will be made by a Majority of the Committee Members in attendance.</p>
Finances	<p>All monies raised and held by the Organisation shall be banked in a UK registered Bank account(s) covered by UK Government guarantees.</p> <p>The Chairperson, Treasurer and Secretary will have signatory rights on the bank account(s).</p> <p>Accounts of the Fete shall be kept on an annual basis and presented for public viewing at the AGM.</p> <p>In the event that the Fete makes a profit after all costs for running the event are taken into account, the Fete Committee shall be permitted to retain or make distributions of the remaining funds for the following three purposes:</p>

	<p>(i) Reserves:- The Committee shall endeavour to ensure that there will always be enough money in the accounts to pay for the upfront costs of holding the Fete the following year.</p> <p>(ii) Donations:- The Committee shall agree an amount to be put aside to donate either at the AGM in accordance with this Constitution, or during the year to be able to respond to more immediate requests for help.</p> <p>(iii) Equipment:- The Committee shall retain such amounts as it is considered necessary to fund the updating and replacement of equipment used to put on the Fete.</p> <p>The Committee shall be entitled to accept requests for donations in such manner and form as they shall so agree from time to time.</p>
Assets	<p>At the date of adoption of this Constitution, the assets of the Organisation comprise:</p> <p>(i) the domain name www.binstedfete.co.uk;</p> <p>(ii) the email addresses thebinstedfete@gmail.com and info@binstedfete.co.uk;</p> <p>(iii) the ownership of a shipping container and its contents located at Binsted Recreation Ground Pavilion, subject to a lease agreement with Binsted Parish Council; and</p> <p>(iv) Bank accounts with the following details held with Lloyds TSB: Treasurer's Account 30-99-09 ***21109 Business Bank Account 30-99-09 ***01801</p>
Donations	<p>The Fete Committee shall be permitted to distribute funds to good causes and charities put forward to them on the following conditions:</p> <p>(i) The recipient and the size of the donation is either approved at the AGM or otherwise by at least three Members in agreement;</p> <p>(ii) Donations shall not be made to:</p> <ul style="list-style-type: none"> ● projects which would exclude certain members or groups within the community; or ● political or lobbying activities; and <p>(iii) Religious organisations must be able to demonstrate that the funding will benefit the wider, non-religious community. Funding will not be available to any organisation solely for religious purposes or for the promotion of religion.</p>
Changes to the Constitution	<p>Changes to this constitution should be proposed and seconded by Committee Members as an Agenda item at the AGM, or if required by at least three Committee Members at a Committee meeting. Any amendments to this Constitution shall be approved by a majority of Members in attendance at the relevant meeting.</p>
Pause in Fete activities	<p>The Fete may pause for a period of time:</p>

	<ol style="list-style-type: none"> 1) In the event of the Committee ceasing to have enough volunteers to run a Fete; 2) The Committee voting at an AGM or Committee meeting to not hold a Fete; 3) In the event that external factors prevent a Fete from taking place, such as the Covid 19 pandemic. <p>In the event that a Fete does not take place in any year, all finances held in the Fete bank account(s) shall be retained and applied to the costs of a Fete to be held when circumstances allow for the next one to take place.</p>
<p>Dissolution</p>	<p>Any decision by the Members to wind up or dissolve the Organisation can only be made at an Annual General Meeting of the members of the Organisation called in accordance with this Constitution.</p> <p>In the event of a vote to dissolve the Organisation, the Members must decide how any remaining assets of the Fete shall be applied.</p> <p>The remaining assets shall not be distributed among the Members but must be applied for charitable purposes or to good causes agreed by the Members at the AGM.</p>

This Constitution was duly approved and adopted at the Annual General Meeting of the Organisation held on 8 November 2024 and is hereby signed by the Chairperson:



Matthew Arrowsmith
8 November 2024