

# CONSTITUTION

## 1. ORGANISATION “The Big Blake Project” (The Project)

### 2. PURPOSE

The Big Blake Project has, as its aim, to use art, heritage and nature to celebrate the work of William Blake and regenerate the Bognor Regis area. It seeks to work in partnership on programmes wherever possible.

To celebrate Blake, improve the identity and raise the aspirations of Blake’s *Beulah*.

In particular, the Project has four areas of interest:

1. Environment & Heritage – develop the cultural and aesthetic significance of our built and natural environment, with a particular focus on highlighting links to William Blake and his time in Felpham. Act as a consultant to local government on matters of conservation, environment and heritage.
2. Cultural wellbeing – promotion of Poetry, Community and Public Arts including the Blake Festival, ensuring art is seen.
3. Regeneration of Bognor Regis – work towards a Centre of the Imagination.
4. Community cohesion – work with others to raise the aspirations in the local area, including working with the Blake Society, schools, the local universities and other community groups.

We are a non-political and inclusive organisation

### 3. POWERS

These can be exercised to further the objectives:

1. Power to raise funds for the Project or a third party, and to invite and receive contributions provided that the purpose is clear and conforms to the law
2. Power to buy, take on lease or in exchange any property necessary for the achievement of the objects and to maintain and equip it for use
3. Power subject to any consent required by law to sell, lease or dispose of all or any part of the property of the Project
4. Power subject to any consent required by law to borrow money and to charge all or any part of the property of the Charity with repayment of the money so borrowed
5. Power to employ such staff as necessary for the proper pursuit of the objects
6. Power to co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects or of similar charitable purposes and to exchange information and advice with them
7. Power to establish or support any charitable trusts, associations or institutions formed for all or any of the object
8. Power to appoint and constitute such advisory committees
9. Power to do all such other lawful things as are necessary for the achievement of the objects.

### 4. MEMBERSHIP

Membership is free and open to all.

### 5. COMMITTEE

- The Project is managed and administered by the elected Committee to further the purposes of the Project.
- The minimum number of Committee Members in total is four and the maximum is twelve – all will have voting rights.
- In the event of an impasse the Chairman will have casting vote.
- In the event of a full committee, the three longest serving members must step down but they will be eligible for re-election at the Annual General Meeting.
- If nominations exceed vacancies a ballot should take place.

### 6. OFFICERS OF THE SOCIETY

The Chair, Treasurer and the Secretary are elected by the Committee at its first meeting after the Annual General Meeting. The outgoing Chairperson will “chair” until the new Chairperson has been ratified at that meeting. Other titles may be given to members of the Committee to denote special responsibilities but they will not be Officers of the Society.

## **7. POWERS OF THE COMMITTEE**

In addition to managing and administering The Society, the Committee:

- 1.** Elects the Officers of the Society
- 2.** Fills any vacancies by co-opting other members of the Project who must resign and seek re-election at the next Annual General Meeting
- 3.** Appoints up to three advisors for one Project calendar year who may or may not be paid-up members of the Society. They will have no voting rights and must stand down and be re-appointed at the next AGM
- 4.** Appoints working groups, led by two or more Committee members
- 5.** Raises funds including grants, donations, contributions from any person, persons or organisations by way of subscriptions, sponsorships or otherwise provided
- 6.** Authorises projects with individual income and expenditure and where outline budgets have been provided
- 7.** Authorises payment on all other legitimate expenses incurred by the Project:
  - The Chairperson, Vice Chairperson, Treasurer, Secretary
  - The income of the Project must be applied solely towards the promotion of the Purpose of the Society
  - The Committee must keep ordered accounting records of the Society and prepare annual Statements of Account to present at the Annual General Meeting
  - The Society's funds are normally banked at Nationwide but may also be invested into legitimate interest bearing accounts agreed by the executive. Only Executive Officers can be signatories to cheques
  - Committee members are entitled to claim for expenses that are incurred by themselves when acting on behalf of the Project. Valid receipts should be presented wherever possible to the treasurer. No committee member may be paid or receive any other benefit for being on the Committee.

The Committee must procure and maintain such insurance cover as it considers appropriate against certain risks to which members of the public might be exposed.

The liability on individual members of the Society will in no case exceed the amount of £1. This clause does not apply to a member found guilty of misappropriation of funds or property.

## **9. MEETINGS**

COMMITTEE MEETINGS will take place at least eight times a year at intervals of not more than two months. At least three members must be present before any voting can take place. In the event of no overall majority, the person who is chairing the meeting will have an additional, casting vote.

The ANNUAL GENERAL MEETING will be held each year to receive the Committee's annual report.

At least 14 days notice must be given of the AGM.

VOTING AT GENERAL MEETINGS. Voting at meetings will take place on a show of hands or by proxy vote.

## **10. AMENDMENTS TO THE CONSTITUTION**

These may be made by a two thirds majority of members present and voting at the Annual General Meeting or a Special General Meeting where the intended change has been notified by specific or general.

## **11. WINDING UP OF THE PROJECT**

The Project may be dissolved by a majority of members voting at The Annual General Meeting or a Special General Meeting where such intent has been specified. In the event of dissolution, the Committee will be responsible for settling all debts and legitimate expenses. Such goods and moneys that remain after the winding up of the Project must be disposed of as that meeting has elected and given to an organisation with similar aims.