

**REVISED RULES FOR THE MANAGEMENT AND CONTROL OF  
THE LONGHOPE RECREATION GROUND  
17<sup>th</sup> JUNE 2019**

1. The general management and control of the Trust Ground and the arrangements for its use shall be vested in a Committee of Management (herein after called "the committee") consisting of not more than twelve members, of whom five shall be elected at the Annual General Meeting by and from amongst the Longhope residents attending. The organisations mentioned in the Schedule attached hereto shall each have the right to appoint one member of the committee on the occasion of each annual appointment of members, save only the Parish Council which shall have the power to appoint two members. In addition to the members of the committee appointed above, the committee shall have power to co-opt not more than three members to represent interests in the said parish not represented by any organisation.

2. There shall be an annual general meeting to be convened by the committee in the month of July each year, by two weeks' notice to be affixed to the recognised place or places in the parish. As well as giving the time and place of the meeting, the notice should invite the attendance of all inhabitants of the age of 18 or upwards of either sex of the parish of Longhope for the purpose of receiving the reports and accounts of the committee and for the purpose of appointing five members under clause 1 hereof, electing the chairman, vice-chairman, treasurer and secretary under clause 4 hereof, and for taking such actions it may decide under clause 8 hereof.

3. All members of the committee shall retire annually at the annual general meeting. Every organisation entitled to appoint a member of the committee to take the place of a member retiring at an annual general meeting shall make the appointment at any time within one month before the annual general meeting at which the retiring member of the committee shall retire.

4. The annual general meeting shall be responsible for electing a chairman, vice-chairman, treasurer and secretary from amongst the committee members to serve for a twelve-month period. In the event of a vacancy arising through the death, resignation or removal of an unpaid officer, the committee may elect a successor at their next bi-monthly meeting. The committee will also appoint an auditor and such other unpaid officers as it may consider necessary.

5. The chairman, vice-chairman, secretary and treasurer will also serve as the charity's trustees, with the responsibility for ensuring that the committee acts within the charity legislation in force at the time to achieve the charitable objects, and for making the annual return to the Charity Commission.

6. A casual vacancy arising from the death or resignation or removal of a member of the committee shall be filled by the organisation by which such member shall have been appointed and the person appointed shall retire at the time when the vacating member would have retired. In the event of a vacancy arising through the death, resignation or removal of a member of the committee appointed by the annual general meeting such vacancy shall stand until filled at the annual general meeting next following.

7. In the event of any other organisation being formed in the said parish with recreational aims the committee shall have power by a resolution of the committee passed at a meeting at which not less than two thirds of all members of the committee vote in favour of the resolution to allow such new organisation to appoint an additional member of the committee in the same manner as if the new organisation had been mentioned in the schedule hereto, and for this purpose the total number of members of the committee as provided for in clause 1 hereof may be increased, but no such resolution shall be effective until it has been approved by the trustees.

8. If any organisation entitled to appoint a member of the Committee ceases to exist or fails to make an appointment in manner aforesaid before the annual general meeting in any year the annual general meeting shall decide in what way if at all the vacancy shall be filled

9. The proceedings of the committee shall not be invalidated by any vacancy among its members or by any defect in the appointment or qualification of any member. The committee shall meet bi-monthly, and notice of the time and place of committee meetings should be published two weeks in advance, and minutes of each meeting circulated to committee members

10 The committee may appoint a sub-committee to carry out special tasks in relation to the Trust Ground, such as fundraising or improvements to the pavilion. Such sub-committees and other benevolent organisations such as a friends' organisation may have wider membership than the committee members and shall have separate constitutions from the committee. For practical reasons such groups may operate bank accounts that are separate from the main charity bank account, but in all cases their constitutions must make clear that all monies raised and work carried out are for the same objects as the charity, and their activities must be reported to bi-monthly meetings of the committee.

11. The committee may at any time make and alter rules and regulations for the conduct of its business and for the summoning and conduct of its meetings and in particular with reference to:

A. The terms and conditions upon which the Trust Ground may be used and the sum if any to be paid for such use, subject to the approval of the trustees. These shall include proper provision to ensure that as far as possible all sport organisations shall themselves officially manage their own affairs and finances and provide for regular annual subscriptions from their members. Each organisation shall also be responsible for the proper upkeep of its green, courts or pitches to the full satisfaction of the management committee. Groups that are raising money for the benefit of the recreation ground may at the committee's discretion not be charged for the use of premises during fundraising activity.

B. The engagement and dismissal of such paid officers and servants for the Trust Ground as it may consider necessary. Such posts may be filled by members of the committee, but if so, those people must withdraw from the committee meeting whenever their terms and conditions of employment are discussed.

C. The number of members who shall form a quorum at its meetings, provided that the number of members who shall form a quorum shall never be less than a third of the total number of members of the committee.

D. Voting at meetings, where each member attending shall have only one vote. In the event of a tied vote, the chairman shall have a casting vote

Such rules and regulations may not conflict with the charity legislation in force at the time, and should reflect the principles of the standing orders and financial regulations of Longhope Parish Council.

12. As the Trust Ground and its facilities remain assets owned by Longhope Parish Council, the Parish Council may help defray any necessary capital or revenue costs required and carry out any work to maintain the Trust Ground and its facilities in good working order, and may also contribute towards running costs. The two Parish Council representatives on the committee shall be responsible for maintaining a maintenance book, and reporting any necessary works to the committee for attention.

#### SCHEDULE

Organisations	Representatives
Residents	5
The Parish Council	2
Kids Club	1
Brownies	1
Football Club	1