



Dorset Federation of Young Farmers' Club

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Registered charity 301209

All previous rules rescinded

DORSET FEDERATION OF YOUNG FARMERS' CLUB **CONSTITUTION (Amended 2021)**

Though these rules may be varied in detail, the general principles involved must be adhered to.

Approval to alterations must be sought from the National Federation of Young Farmers' Clubs before the constitution is laid before the County Federation for acceptance, and any alteration to items 2, 3 or 9.7 of this standard constitution must receive the prior approval of the Charity Commission upon the recommendation of the Council of the National Federation of Young Farmers' Clubs.

1. NAME

- 1.1. The name of the Federation shall be The Dorset County Federation of Young Farmers' Clubs, hereinafter called the County Federation.

2. OBJECTS

- 2.1. The objects of the County Federation shall be:
 - 2.1.1. To advance the education of young members of the public at large in agriculture, home crafts, country life and related subjects; and
 - 2.1.2. In the interests of the social welfare of such members of the public to provide, and promote the provision of facilities for recreation and other leisure time occupations, being facilities which will improve their conditions of life and will assist in the development of their spiritual and mental capacities, self-reliance and individual responsibility so that they may grow to full maturity as individuals and members of the community.

3. POWERS AND FUNCTIONS

- 3.1. In furtherance of its objects but not further or otherwise the County Federation:
 - 3.1.1. Shall work in collaboration with the National Federation of Young Farmers' Clubs;
 - 3.1.2. Shall co-operate with, and assist, young Farmers' Clubs in the County by co-ordination of activities and otherwise;
 - 3.1.3. May co-operate with local authorities and other bodies having the same or similar objects;
 - 3.1.4. May solicit and receive contributions to its funds, whether in the form of grants, donations, legacies, subscriptions, loans or otherwise providing that the County Federation shall not undertake any permanent trading activities in raising funds for the above-mentioned charitable objects;

- 3.1.5. May invest any monies not immediately required for its purposes in such securities as are for the time being authorised by law for the investment of trust funds and may transpose any such investments, and;
- 3.1.6. May do all such other lawful acts and things as are necessary for the attainment of its objects.

4. CONSTITUTION

- 4.1. A County Federation is an association of the Young Farmers' Clubs in a County or such other areas as shall be approved by the National Federation formed in accordance with the form of constitution and rules for County Federations approved by the Council of the National Federation.
- 4.2. The County Federation shall be affiliated to the National Federation.

5. MEMBERSHIP

- 5.1. The members of the County Federation shall consist of:
 - 5.1.1. All Young Farmers' Clubs formed in Dorset are affiliated to the NFYFC.
 - 5.1.2. All persons who have been elected or nominated by the General Meeting as Honorary Members.

6. ADMINISTRATION

- 6.1. In the administration of the County, subject to their duties as Charity Trustees, the Executive Committee shall have regard to the wishes of the Membership as stated at:
 - 6.1.1. General Meetings
 - 6.1.2. Executive Committee Meetings
- 6.2. The Financial Year of the County Federation shall end on 31st August

7. THE GENERAL MEETING

- 7.1. A General Meeting shall consist of:
 - 7.1.1. Two representatives elected by each Member Club, with one additional representative for each complete 25 members over 50, with a maximum of four (these representatives are additional to the Club representatives to the Executive Committee);
 - 7.1.2. Members of the Executive Committee.
 - 7.1.3. Salaried officers of the County Federation who may speak but not vote.
 - 7.1.4. Any other Member of a Member Club, and Honorary Members who may speak but not vote.
- 7.2. The place of each General Meeting shall be decided by the Executive Committee.
- 7.3. The Annual General Meeting shall be held within three months of the termination of the financial year of the County Federation.
- 7.4. Two months' notice in writing shall be given to all Member clubs, Honorary Members, and members of the Executive Committee of the date of the Annual General Meeting.
- 7.5. Copies of the resolutions to be proposed at the Annual General Meeting must be sent to the Secretary of the County Federation at least twenty-eight days before the meeting.



- 7.6. All resolutions put forward by the Executive Committee and by the Member Clubs shall be printed on the agenda paper and discussed in the order printed, except at the request of the Chairman and by permission of the meeting provided that no subject on which a decision has been come to at a General Meeting of the County Federation can be re-opened for three years unless placed on the agenda by the Executive Committee.
- 7.7. The agenda paper, as approved by the Executive Committee, shall be forwarded to all 14 days prior to the meeting.
 - 7.7.1. The business to be transacted shall include
 - 7.7.1.1. the adoption of an Annual Report and Statement of Accounts
 - 7.7.1.2. the election of
 - 7.7.1.2.1. a President
 - 7.7.1.2.2. Vice-President(s)
 - 7.7.1.3. the appointment of Auditors or independent examiners and
 - 7.7.1.4. the presentation of the Annual Return of Membership.
- 7.8. A Special General Meeting may be called at the direction of the Executive Committee or on a petition signed by at least two-thirds of the Member Clubs.
 - 7.8.1. All Member clubs, Honorary Members and members of the Executive committee shall be notified of the date of a Special General meeting and of the business to be transacted at least twenty-eight days prior to the meeting.
- 7.9. The Standing orders approved for use at NFYFC General Meeting shall where appropriate apply unless specific Standing Orders have been approved for use by the County General Meeting. If such Standing Orders conflict with the Constitution, the Constitution shall prevail.

8. THE EXECUTIVE COMMITTEE.

- 8.1. There shall be an Executive Committee consisting of elected and co-opted members, the majority of whom shall be over 18 years of age and who shall be the Trustees of the Charity.
 - 8.1.1. Any member under 18 years of age may not vote on matters which affect the management of the Charity.
- 8.2. **Elected Members**
 - 8.2.1. Each Member Club shall elect annually three representatives.
In the event of it being provided that more than one representative shall be elected by each Club) one of such representatives shall be a Member (as defined in the NFYFC Constitution) of an affiliated Young Farmers Club.
- 8.3. **Co-opted Members**
 - 8.3.1. The Executive Committee shall co-opt for such period as they may think fit representatives of grant-aiding bodies and other organisations and individuals interested in the YF Movement in the county. The total number of co-opted members shall not exceed 5.
- 8.4. The President shall be ex-officio, a member of the Executive Committee.
- 8.5. The Chief Executive of the National Federation or a representative nominated by him shall have the right to receive notice of and attend all meetings of the Executive Committee. He/she may speak but shall not vote.



- 8.6. Fourteen days' notice of meetings of the Executive Committee shall be sent to all those entitled to attend.
- 8.7. The Executive Committee shall appoint from amongst its members
- 8.7.1. A Finance & General Purposes Committee which shall include one representative from each Member Club, President, Deputy President, Immediate Past President, Chairman, Vice Chairman, Immediate Past Chairman, Treasurer, NFYFC Council Representative, Chairman of Research & Development Committee, the three South West Area representatives and the Deputy Council representative may attend, speak but not vote at meetings, as may other individuals invited by the Committee..
 - 8.7.2. Any other Committees or Sub-Committees it may deem necessary.
 - 8.7.3. It may also appoint 3 holding trustees.
- 8.8. The Executive Committee shall elect annually from among its members its own Chairman, who shall be able to vote and at his discretion give a casting vote.
- 8.9. It shall also appoint a Vice-Chairman.
- 8.10. The Chairman and Vice-Chairman of the Executive Committee shall be ex-officio members of all Committees or Sub-Committees.
- 8.11. The Executive Committee shall appoint a Treasurer. (This may be elected by an AGM).
- 8.12. The Executive Committee shall appoint and remunerate such employees and agents (not including any of its own members) as it thinks fit upon such terms and conditions permitted by law as it thinks fit.
- 8.13. The Executive Committee shall appoint a Staff Management Committee through which it shall fulfil its obligations as an employer.
- 8.13.1. The Committee shall consist of the
 - 8.13.1.1. County Chairman
 - 8.13.1.2. County Vice-Chairman
 - 8.13.1.3. County Treasurer
 - 8.13.1.4. and at least two people not otherwise members of the Federation but with experience of staff employment.
- 8.14. One quarter of the members of the Executive Committee shall form a quorum.
- 8.15. A quorum of any other Committee or Sub-Committee shall be 25% of its members.
- 8.16. Vacancies on the Executive Committee caused by death or resignation shall be filled from the same class in which the vacancy occurs. Any person so appointed shall be a member of the Executive Committee until such date as the person deceased or resigned would normally have ceased to be a member of the Committee.
- 8.17. The Executive Committee shall meet at least three times a year and shall carry out the objects and manage the affairs of the County Federation subject to any decisions given to it by a General Meeting.
- 8.18. It shall be responsible for the summoning of the Annual General Meeting of the County Federation and the preparation of its agenda.



- 8.19. Standing Orders approved for use at NFYFC Executive Committee shall where appropriate apply unless specific Standing Orders have been approved for use of the County Executive Committee. If such Standing Orders conflict with the Constitution, the Constitution shall prevail.

9. FINANCE

9.1. Subscriptions

- 9.1.1. Each Member Club shall subscribe to the County Federation such annual Sum as shall be agreed by the Annual General Meeting of the County Federation.
- 9.1.2. Each Member Club shall be responsible for the collection and payment of such subscriptions to the County Federation by the first day of December in each year.
- 9.1.3. Any member Club whose subscription is unpaid by the due date shall, at the discretion of the Executive Committee, forfeit the right to participate in County Federation activities

- 9.2. A Banking account shall be opened in the name of the Federation through which all monies received by them must be passed.

- 9.2.1. All drawings thereon must be approved by the Finance and General Purposes Committee. All drawings shall be signed by the Treasurer and countersigned by one other member of the Committee.

- 9.3. Subject to the provisions of sub-clause 9.3.2 of this clause,

- 9.3.1. the Executive Committee shall cause the title to:

- 9.3.1.1. all land held by the trust for the charity which is not vested in the Official Custodian for Charities; and

- 9.3.1.2. all vestments held by or on behalf of the charity;

- 9.3.2. to be vested either in a corporation entitled to act as a custodian trustee or in not less than three individuals appointed by them as holding trustees. Holding trustees may be removed by the Executive Committee at their pleasure and shall act in accordance with the lawful directions of the Executive Committee. Provided that they act only in accordance with the lawful directions of the Executive Committee, the holding trustees shall not be liable for the acts and defaults of its members.

- 9.4. If a corporation entitled to act as custodian trustee has not been appointed to hold the property of the charity, the Executive Committee may permit any investments held by or in trust for the charity to be held in the name of a clearing bank, trust corporation or any stock broking company which is a member of the International Stock Exchange (or any subsidiary or any such stock broking company) as nominee for the Executive Committee, and may pay such a nominee for the Executive Committee, and may pay such a nominee reasonable and proper remuneration for acting as such.

9.5. Accounts

- 9.5.1. The Executive Committee shall comply with their obligations under the Charities Act 1992 (or any statutory re-enactment or modification of that Act) with regard to:

- 9.5.1.1. the keeping of accounting records for charity;

- 9.5.1.2. the preparation of annual statements of accounts for the Charity;

- 9.5.1.3. the auditing or independent examination of the statement of account of the Charity;

- 9.5.1.4. the preparation of an Annual Report;

- 9.5.1.5. the transmission of the statements of account of the Charity to the Commissioners.

- 9.6. For the purpose of any direction of the Trustees, a resolution in writing purporting to be passed by



the Executive Committee, signed by the Chairman and countersigned by another member of the Executive Committee, and by the Secretary shall be sufficient, and the Trustees shall be indemnified in respect of any loss caused by acting on any such direction.

- 9.7. If in the event of the dissolution of the County Federation there remains after the satisfaction of all its debts and liabilities any property or funds whatsoever to which it is beneficially entitled, the same shall be transferred to the National Federation of Young Farmers' Clubs to be held on trust by the National Federation at its discretion and used for the benefit of the Young Farmers' Clubs Movement in the area concerned and shall not be distributed among the Member Clubs of the County Federation unless the said National Federation is no longer in being at the time of dissolution.

10. SUSPENSION OF MEMBER CLUBS

- 10.1. The County Federation, after consultation with the National Federation shall have the power to suspend from participation in the activities of the County Federation for such period as it thinks fit a Member Club that fails to maintain the standards required of a Club affiliated to the National Federation.

11. DISPUTES

- 11.1. Any Member Club which is aggrieved by the decision of the County Federation affecting the Club concerned shall have the right to appeal to the Council of the National Federation in the following manner:
- 11.1.1. The Member Club shall state in writing the grounds of complaint and the relief asked for, and shall send two copies of the statement and any relevant documents to the Secretary of the County Federation. The Executive Committee shall within one month transmit to the Secretary of the National Federation one of the said copies together with any comment they may think fit to make. The Council of the National Federation shall consider the matter and, after obtaining any further information from either party that it deems necessary, shall communicate its decision in writing to both parties, and such decision shall be final and binding upon them.

12. ALTERATION TO THE CONSTITUTION

- 12.1. Any resolution to amend or vary this Constitution must receive:
- 12.1.1. The approval of the Council of the National Federation and,
- 12.1.2. The assent of at least three-quarters of those present and voting at a General Meeting of the County Federation, due notice of the meeting and the resolution having been given.
- 12.1.3. **No amendment shall be made to clause 2, clause 3 or clause 9.7 without the prior approval of the Charity Commission and on the recommendation of the National Federation.**

13. Adopted by the Annual General Meeting of the Dorset County Federation of Young Farmers' Clubs held on Monday 8th November 2021 at Frampton Village Hall.

14. Signed.....*A. P. Hampden*.....

15. Date.....*8 / 11 / 21*.....

Version	Date	Author	Comments & status
1	23.06.2021	JCE, HFYFC	First draft created

