

## **BEENHAM VILLAGE EVENTS**

### **CONSTITUTION**

1. Beenham Village Events (“BVE”) is a community organisation constituted under the auspices of Beenham Parish Council (“the Council”) for the purpose of organising social and fundraising events for the benefit of the residents of the parish of Beenham, West Berkshire.
2. BVE will be managed by a committee (“the Committee”) comprising a Chairperson, Treasurer and Secretary together with such other persons as may be appointed from time to time.
3. BE is not a sub-committee of the Council but no person shall be appointed to the Committee without the prior approval of the Council.
4. The quorum for meetings of the Committee shall be three members. The Committee may arrange its meetings and the procedures at its meetings as it thinks fit.
5. The Committee shall keep accurate records of all monies received and expended and the Treasurer shall prepare annually an account of all income and expenditure for approval by the Committee and submission to the Council
6. The Council shall be entitled to send a representative to any meeting of the Committee and to inspect the books of account of BVE at any time.
7. Payments or withdrawals from BVE’s bank account in excess of £100 requires the approval of two of the bank signatories and must be minuted at the next Committee meeting.