

LAUDER LARDER COMMUNITY FOODBANK CONSTITUTION

Lauder Larder Community Foodbank (LL) is a non-profit independent local group of community volunteers.

Objective

The objective of LL is to support all in the Lauderdale Community who may need food products, toiletries, baby food/nappies etc or pet food.

Membership

Membership is open to any individual interested in furthering the work of the group. Up to a maximum of twenty members.

Committee

The committee shall consist of the Chair, Secretary and Treasurer. All of whom will stand for 3 years and be elected at the AGM. All other members will make up the rest of the committee. Minutes shall be kept of all meetings containing a number of all present and a record of all proceedings, resolutions and decisions.

Annual General Meeting

LL shall hold an Annual General Meeting (AGM) which will be open to members of the public. The AGM will receive a report from the Chair as well as a statement of accounts. Notice of the meeting will be given at least 28 days prior to the meeting date and the agenda circulated at least 14 days prior to the meeting. Nominations for election to Office Bearer should be with Secretary 7 days prior to the meeting.

Finance

All funds raised by, or on behalf of Lauder Larder shall be applied to further the objective of the group. The Treasurer will keep proper accounting records and will give a brief report on the accounts at each committee meeting.

Bank Account – the Group shall authorise in writing three members, one of whom shall be the Treasurer, to sign the cheques on behalf of the Group. All cheques must be signed by no less than two of the three authorised signatories.

Assets

Lauder Larder has assets in the form of cash in the bank account as well as stock and storage equipment. The Secretary will maintain a register of all non-financial assets. No asset may be disposed of without the authority of the Committee and the disposal should be recorded in the Minutes of the Meeting where that decision was taken.

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Alterations to the Constitution

A resolution to alter the constitution shall not be valid unless two thirds of the Committee are in favour.

Dissolution

Such a decision can only be confirmed by a two thirds majority of the Committee. If the decision is taken to wind up Lauder Larder any surplus funds will revert to the Lauderdale Community Council. Any equipment may be sold to pay off any liabilities or debts and any remaining assets will revert to the Lauderdale Community Council.

This Constitution was adopted on the Eleventh (11th) day of April 2022.

Signed:- *Karen Fitts*

CHAIR, LAUDER LARDER

Signed:- *Janet Thomas*

SECRETARY, LAUDER LARDER

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