

THE ILKETSHALL ST. ANDREW & ST. JOHN LAND MANAGEMENT COMPANY CONSTITUTION

1. NAME

The name of the Company shall be The Ilketshall St. Andrew and St. John Land Management Company (abbreviated to the L.M.C or the Company).

2. PURPOSE

2.1 The purpose of the L.M.C. is to protect the rights and interests of all parishioners and commoners alike, in the common lands in the parishes of Ilketshall St. Andrew and Ilketshall St. John and to administer the Commons Management Plan. Parishioners are defined as those persons permanently living within the two parishes and commoners are those persons holding the rights of grazing on the commons, within the two parishes.

2.2 The Company shall be a "not for profit" company.

3. MEMBERS

3.1 The Company shall be limited by guarantee.

3.2 Each year, the Commoners' Committee and the Parish Councils shall independently appoint three representatives, each to be the "members" of the Company, acting on their behalf.

3.3 Should a member of the L.M.C. receive a vote of no-confidence from the party whom he represents he shall resign from the board of the L.M.C. with immediate effect.

3.4 Should a member wish to resign or resigns as in 3.3 above, that party shall elect a new representative as soon as possible and his appointment as a member of the company shall be registered immediately.

4. MEETING

- 4.1 An Annual General Meeting of the L.M.C. shall be held once every calendar year and shall be conducted by the members only. The first business of that meeting shall be for the Company to receive the chairman's report, followed by the finance director's report on the accounts to the last year end and deal with any other business.
- 4.2 The directors may invite such persons as they may wish to attend the AGM, but these persons may not speak until the conclusion of the A.G.M.
- 4.3 The business of the AGM shall be concluded, following which, an Open Meeting of the Parishioners and Commoners of Ilketshall St. Andrew & St. John and invitees as in 4.2, may be held.
- 4.4 Meetings of the Parishioners and Commoners shall be called as the Company may determine, or within ten days of the receipt by the Secretary of a registration of request, signed by at least six residents and/or commoners, of the above two parishes.
- 4.5 The directors shall proceed to convene an Extraordinary General Meeting within 21 days after the receipt by the Company of a requisition in writing, signed by a member.
- 4.6 28 days notice shall be given for an Annual General Meeting. 21 days notice shall be given for an Extraordinary General Meeting.
- 4.7 Notices for an Annual, Extraordinary General, or Board Meeting shall be sent to the members by post, fax or e-mail, whereas notices for a General Meeting of the Parishioners and Commoners shall be posted on the Village Notice Boards and where possible, in the village Newsletter and at preceding meetings.
- 4.8 All Meetings shall be held within either of the two parishes.

5. OFFICERS (MEMBERS)

- 5.1 The Officers of the L.M.C. shall be:-
 - The Chairman
 - The Secretary
 - The Director of Finance
 - The Directors
- 5.2 Three officers shall represent the commoners and three officers shall represent the Parish Council.

6 VOTING

- 6.1 Decisions at Annual, and Extraordinary General meetings of the L.M.C. shall only be voted on by those officers present at the meeting, with at least a two thirds majority in favour (including proxies), being required before a motion is voted in.

- 6.2 Decisions at Board meetings shall be made in the same way, except in that no proxy votes shall be allowed.
- 6.3 All officers of the L.M.C. shall have equal voting rights (including the Chairman).
- 6.4 Officers may only appoint an existing officer of the Company to be their proxy.

7 MOTIONS

- 7.1 Motions shall be moved and seconded at Annual and Extraordinary Meetings.
- 7.2 Motions shall be moved and seconded from the floor at Meetings of the Parishioners, but following open debate, shall be voted on, only by the officers of the L.M.C.
- 7.3 No seconder is required for a motion in Board Meetings.

8 MINUTES

Minutes of all Meetings of the L.M.C. shall be kept in a book for that purpose and shall be signed at the next meeting of the L.M.C. by the person presiding thereat. Any minutes purporting to be signed shall be received in evidence without proof.

9 FUNDING

- 9.1 Requests for funding shall be made as required, to both Commoners and the Parish Council, as shall be deemed fit.
- 9.2 The L.M.C. shall be responsible for searching and sourcing funding from outside sources, as shall be possible.

10 ACCOUNTS

- 10.1 The Director of Finance shall keep a record of all income and expenditure and produce an annual account to be audited for inspection at the Annual General Meeting.
- 10.2 The Director of Finance is empowered to open a bank account in the name of the L.M.C. and all cheques drawn on the account are to be signed by him and countersigned by the Chairman. The bank account is not to be overdrawn.